KITSAP COUNTY DISTRICT COURT

CLAIRE A. BRADLEY, JUDGE
DEPARTMENT NO. 1

JEFFREY J. JAHNS, JUDGE
DEPARTMENT NO. 2

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Port Orchard, WA 98366
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MARILYN G. PAJA, JUDGE
DEPARTMENT NO. 3

STEPHEN J. HOLMAN, JUDGE
DEPARTMENT NO. 4

MAURICE H. BAKER
COURT ADMINISTRATOR

March 2, 2017

Stephanie Happold, Committee Chair
Data Dissemination Committee
Administrative Office of the Courts
PO Box 41170
Olympia, WA 98504-1170

Subject: Request for Exemption for Special Access for Kitsap County Prosecutor's Office

Dear Ms. Happold,

Kitsap County District Court is requesting an exemption for special access to be granted to the Kitsap County Prosecutor's Office to allow a representative from the Prosecutor's Office to enter PCN information into the Judicial Information System (JIS) for the Kitsap County District Court.

The Prosecutor's Office has entered the PCN information on the PCN screen in JIS for the court for many years. The PCN information is the Process Control Number given to identify a defendant's fingerprints taken at the time of arrest. This information is entered into the PCN screen and is automatically downloaded to the Washington State Patrol Identification Section to update an individual's criminal history. The Prosecutor's Office volunteered to input the PCN information to expedite the entry of PCN numbers into various court databases, as they were responsible for charging decisions so defendant criminal history would be more streamlined and as "real time" as possible.

Therefore, Kitsap County District Court is requesting that the Data Dissemination Committee grant the Kitsap County Prosecutor's Office an exemption for special access to JIS to allow a Kitsap County Prosecutor's Office clerk the ability to enter the PCN information into JIS.

Sincerely,

Jeffrey J. Jahns
Presiding Judge