ITG Request 41 - CLJ Revised Computer Records Retention and Destruction

Project Update

April 22, 2016

Staffing Change

- Kate Kruller left AOC for another position effective April 8, 2016

Recent Activity

- ✓ AOC identified an issue that could cause some deferred prosecution (DP) cases to be deleted, so AOC put Iteration 2 on hold to address the issue.

Recent Activity

- ✓ ITG 41 Project Steering Committee met February 4 and decided:
  - AOC will send pilot courts reports of cases that may have deferred prosecutions.
  - To permanently retain non-conviction cases with uncompleted deferred prosecutions, AOC will create a new reason code of “deferred prosecution.”
  - Pilot courts will review the reports and estimate the time a court will need for identifying and marking the deferred prosecutions.

Recent Activity

- ✓ AOC created two reports for pilot courts to identify DP cases that may need to be marked for permanent retention.
- ✓ Pilot courts successfully completed the DP case identification and marking process. These courts advised a 2-month period of time for courts to complete this process.
- ✓ Courts may also ask AOC to perform a BOXI query to find open deferred prosecution cases that should be marked for retention, regardless of outcome.

Active Project Risks

Total Project Risks		
Low Exposure	Medium Exposure	High Exposure
0	0	2

Significant Risk Status

Risk	Probability/Impact	Mitigation
Schedule Delay	High/High	Project Executive Sponsor authorizes any ITG 41 Project delays, if necessary.
ISD Staff Moved Off Project	Medium/Medium	Work with ISD functional managers and leadership to resolve the conflict through negotiation or prioritization decisions.

Active Project Issues

Total Project Issues			
Active	Monitor	Deferred	Closed
1	0	0	0

Significant Issues Status

Issue	Urgency/Impact	Action
Deferred Prosecution Case Data Quality	High/High	Address prior to Iteration 2. Steering Committee authorized new code and time for courts to update or flag cases.

Next Steps

- Prior to April 30, 2016 AOC will make the two deferred prosecution reports available to 186 remaining courts, so they can correct data entry and/or flag cases.
- AOC will not run Iteration 2 New Rules in a court until it has completed the deferred prosecution case identification and marking process.
- AOC will run Iteration 2 New Rules in the order that courts complete the deferred prosecution case identification and marking process.