

Information Technology Strategy and Investment Committee

Minutes April 13, 2016

Office of Policy and Management, 450 Capitol Avenue, Hartford, Connecticut
Conference Room 2A
10:00 A.M. – 12:00 P.M.

Committee Members Present:

Susan Weisselberg (on behalf of Ben Barnes), Deputy Secretary, Office of Policy and Management
Melody Currey, Committee Co-Chair, Commissioner, Department of Administrative Services
Lou Fazzino (on behalf of Robert Klee), Department of Energy and Environmental Protection
Mark Raymond, Chief Information Officer, Department of Administrative Services, Bureau of Enterprise Services and Technology

Others in Attendance:

Division of Criminal Justice: Chief State's Attorney Kevin Kane, Deputy Chief State's Attorney John Russotto, Evelyn Godbout

Office of Policy and Management: John Vittner, Jim Hadfield, John Jaramillo

- **Call to order**
 - Melody Currey called the meeting to order at 10:00 a.m.
- **Introductions**
 - Committee members and other attendees introduced themselves
- **Review of Previous Meeting Minutes**
 - A motion to approve the 01/13/16 meeting minute was made by Mark Raymond and seconded by Lou Fazzino. The motion was unanimously approved.
- **IT Capital funding requests**

- **DCJ – Case Management System**

John Vittner provided the Committee background on the process used by the Division of Public Defender Services has undertaken with IT Capital Investment Program funds. This included an RFP issued through DAS and an “all using state agency contract” for a case management COTS. John indicated that there are significant benefits leveraging lessons learned from this project, including reusing contract and technology. Public Defender has provided DCJ, Office of the Claims Commissioner and other agencies a demonstration of the system they have developed and successfully implemented across many of their district offices.

Kevin Kane, John Russotto and Evelyn Godbout reviewed the background and the need for a Case Management System for the Division of Criminal Justice. Some of the benefits of the system will be:

- Eliminating the inefficiencies of manual paper based criminal case data

- Create a central repository of criminal case data to be shared statewide by all DCJ offices
- Productivity benefits include reduced case processing time, electronic filing and retrieval and the elimination of redundant data entry related to both systems data and form generation.
- Enhanced case analysis that will lead to better decisions making and reductions in error rates

John Jaramillo raised a concern if there will be a need to increase DCJ's ongoing budget to fund the steady state cost of supporting the case management system.

Susan Weisselberg made a motion to approve the project with the contingency that DCJ can demonstrate the steady state support of the case management system without having to increase their budget. Mark Raymond seconded the motion. The motion was unanimously accepted.

- **New Business**

- John Vittner and Jim Hadfield provided an updated draft of the Investment Brief that addressed some of the changes the committee previously discussed. The committee will review the draft and provide feedback at the next meeting.

- **Adjournment**

- A motion to adjourn was made by Melody Currey and seconded by Mark Raymond. The motion was unanimously approved. The meeting was adjourned by Melody Currey at 10:55 am.