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CDAC eDiscovery Kickoff

"the eDiscovery solution for Colorado, leading the way for the nation"

April 20 2015

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Colorado eDiscovery Foundation

STATE OF COLORADO JUDICIAL DEPARTMENT IN CONJUNCTION WITH THE COLORADO DISTRICT ATTORNEYS' COUNCIL
REQUEST FOR PROPOSAL
SOLICITATION NUMBER: 2015000100 – Colorado eDiscovery DATE: December 4, 2014

AnAct

C.R.S. 16-9-702

BY SENATOR(S) Lambert, Hodge, Steadman, Aguilar, Heath, King, Nicholson, Rivera, Todd, Ulibarri, Carroll; also REPRESENTATIVE(S) Gerou, Duran, May, Kagan, Rosenthal, Schafer, Williams.

CONCERNING CRIMINAL DISCOVERY, AND, IN CONNECTION THEREWITH, CREATING A STATEWIDE DISCOVERY SHARING SYSTEM, A CRIMINAL DISCOVERY SURCHARGE, CIVIL IMMUNITY FOR DISTRICT ATTORNEYS THAT MAKE A GOOD-FAITH EFFORT TO REDACT INFORMATION FROM DISCOVERY DOCUMENTS, AND MAKING AN APPROPRIATION.

Be it enacted by the General Assembly of the State of Colorado:

SECTION 1. Legislative intent. (1) The general assembly finds ...

Discovery Task Force Committee
SB 13-246: Section 16-9-701(3), C.R.S.

Discovery Task Force Members

Matthew Durkin, Deputy Attorney General, Chair
Gerald Marroney, State Court Administrator, Vice-Chair
George Brauchler, District Attorney, 18th Judicial District
Peter Hautzinger, District Attorney, 21st Judicial District
Thom LeDoux, District Attorney, 11th Judicial District
John Jackson, Chief of Police, City of Greenwood Village
Fred Wegener, Sheriff, Park County
Stephen Fowler, Office of Information Technology
Steven Patrick, Chief Judge, 7th Judicial District
Douglas Wilson, State Public Defender
Philip Cherner, Representative of the Criminal Defense Bar
Lindy Frolich, Alternate Defense Counsel

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Kickoff Agenda

Introductions

Project Objectives

Project Phases

Needs Assessment

Project Schedule

Demo

Contacts

Questions and Next Steps

Project Management Team

Frank Torres, PhD – R&D Principal Investigator
- 24+ years of experience in R&D, 60+ patents issued or pending
- Project management for a variety of federal, state and commercial clients

Terry Johnston – Operations Director
- 25+ years in Intelligence, Justice and Public Safety system design and development
- Current CJIS level 3 certification

Mark Martorano – Public Services Director
- 23 Years sworn Law Enforcement
- 20+ Years in Justice and Public Safety system implementation
- Current CJIS level 3 certification

Melissa Hart – Strategic Business Development Executive
- 11 years working with LEA/DA
- VP Metro Denver Crime Stoppers

Project Assessment Team

Joe Gallelli – Operations Subject Matter Expert
- 23 years sworn Law Enforcement
- 25+ years in Justice and Public Safety systems
- Part of committee that developed original CJIS reqmnts
- Managed New York State Police Information Network (NYSPIN)

Dennis Weiner – Operations Subject Matter Expert
- 33 years sworn Law Enforcement, member of NYS Bar
- 15+ years as Chief of Police for three agencies in two states
- Implementation Chair, Palm Beach County Law Enforcement Exchange, a not-for-profit police data-sharing organization

Rick Ketterman – RMS/CAD Subject Matter Expert
- 40+ Years in Public Safety & Emergency Services
- Public Safety Consultant, specializing in CAD and RMS
- 6 Years as Project Manager for a CAD and RMS Software Developer and Integrator

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Key Project Team Members: Software Design & Development

Project Objective

Seamless eDiscovery Process

Single Site Component Overview - eDiscovery System for State of Colorado

7
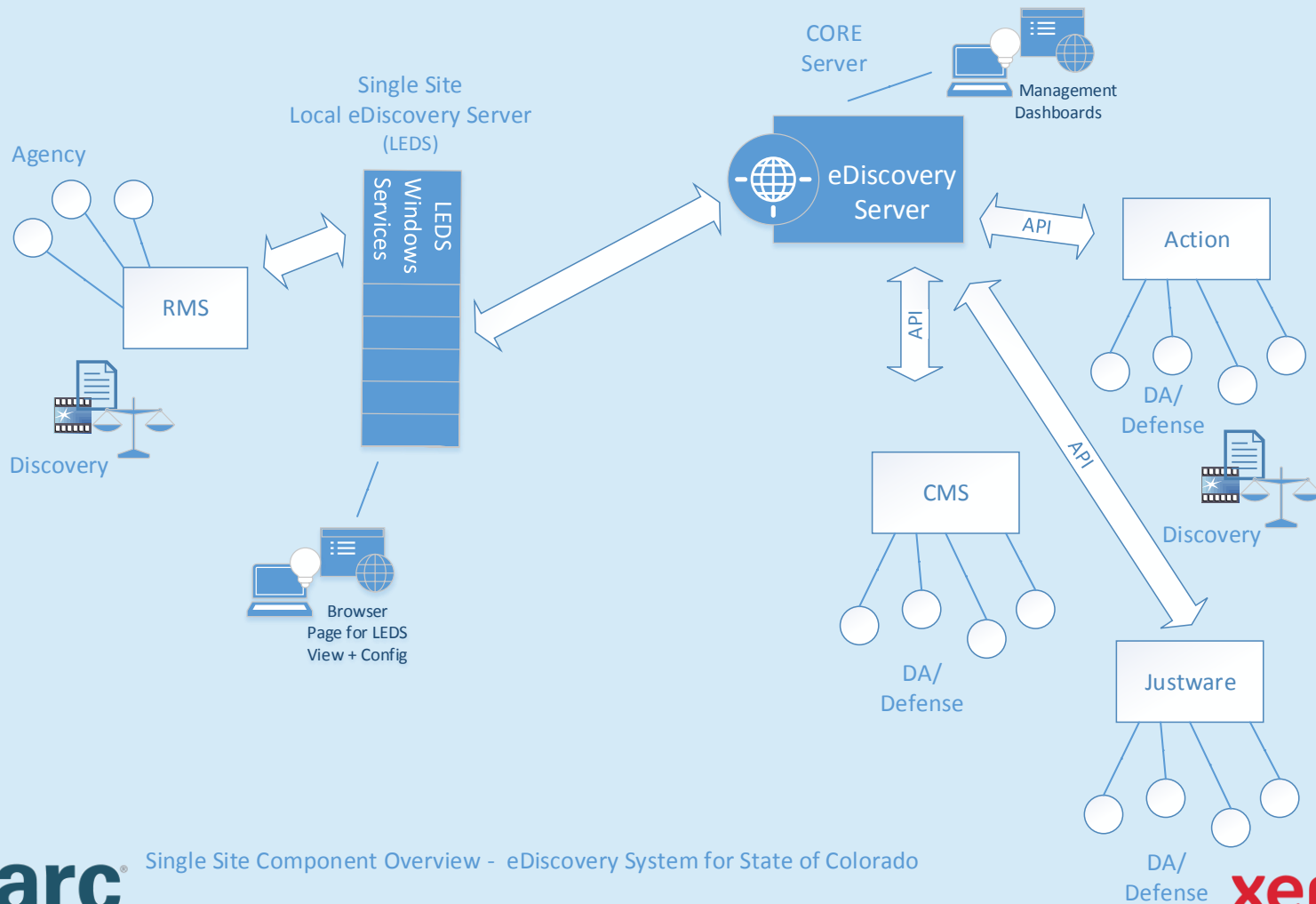
Benefits

- Integrates with statewide eDiscovery solution(s)

- Extracts case & non-structured data from disparate LEA RMS systems

- Maintains data integrity and relationship to non-structured data

- Keeps sensitive data secure (CJIS compliant)

- Flexible solution supports multiple Discovery work flows

- Minimizes LEA solution costs (upfront & continuing)

- Provides a browser portal for LEA's that need one
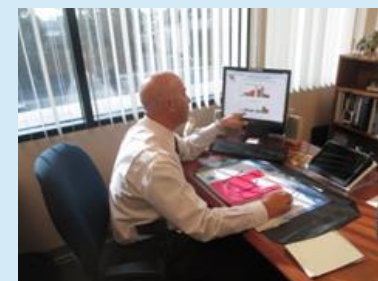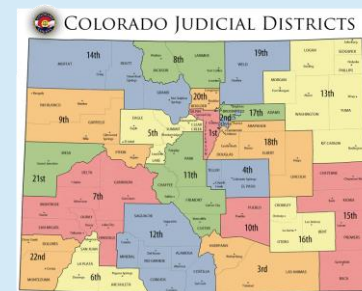
Deploying solution to 350+ agencies across State

Project Phases

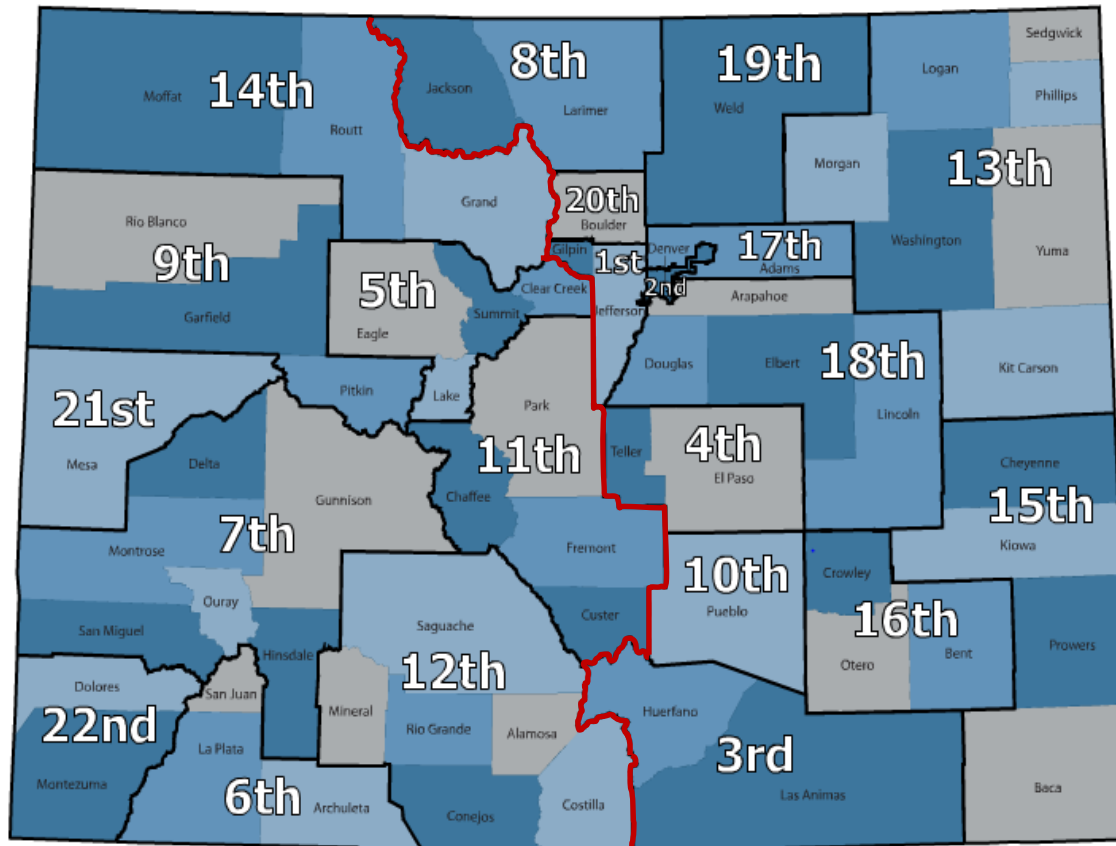Phase 1 – Needs Assessment

Phase 2 – Development

Phase 3 – Deployment

Phase 4 – System Enhancement & Ongoing Support

Needs Assessment Approach

Joe Gallelli: operational assessment, West

Dennis Weiner: operational assessment, East

Rick Ketterman: statewide technical RMS assessment
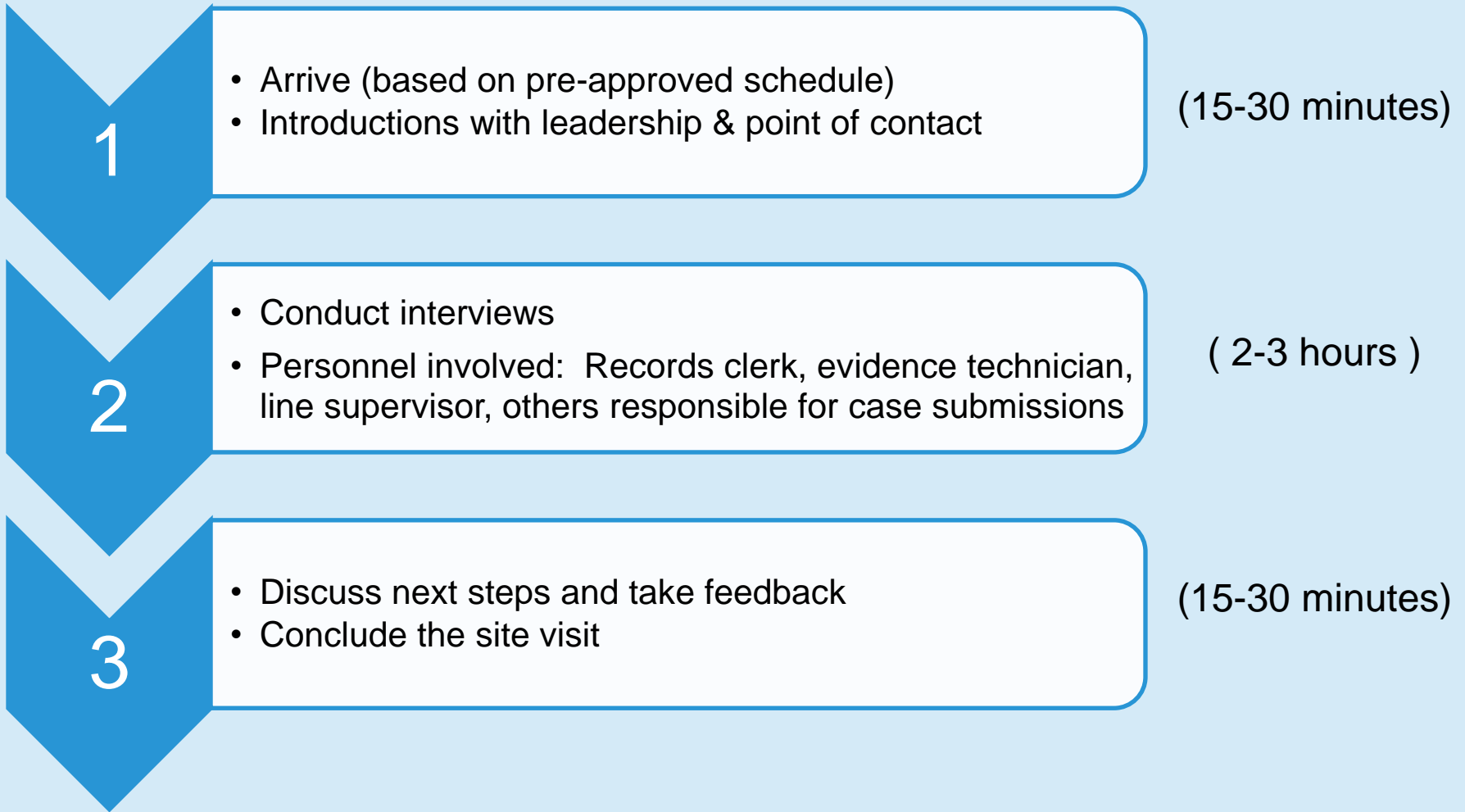
Needs Assessment Key Objectives

- Define DA reporting requirements
- Define LEA approval structures
- Document LEA data required by DA Case Management Systems
- Develop a data flow schema
- Document all applicable Local, State, and Federal guidelines
- Explore DA & LEA concerns
- Build confidence for a successful implementation

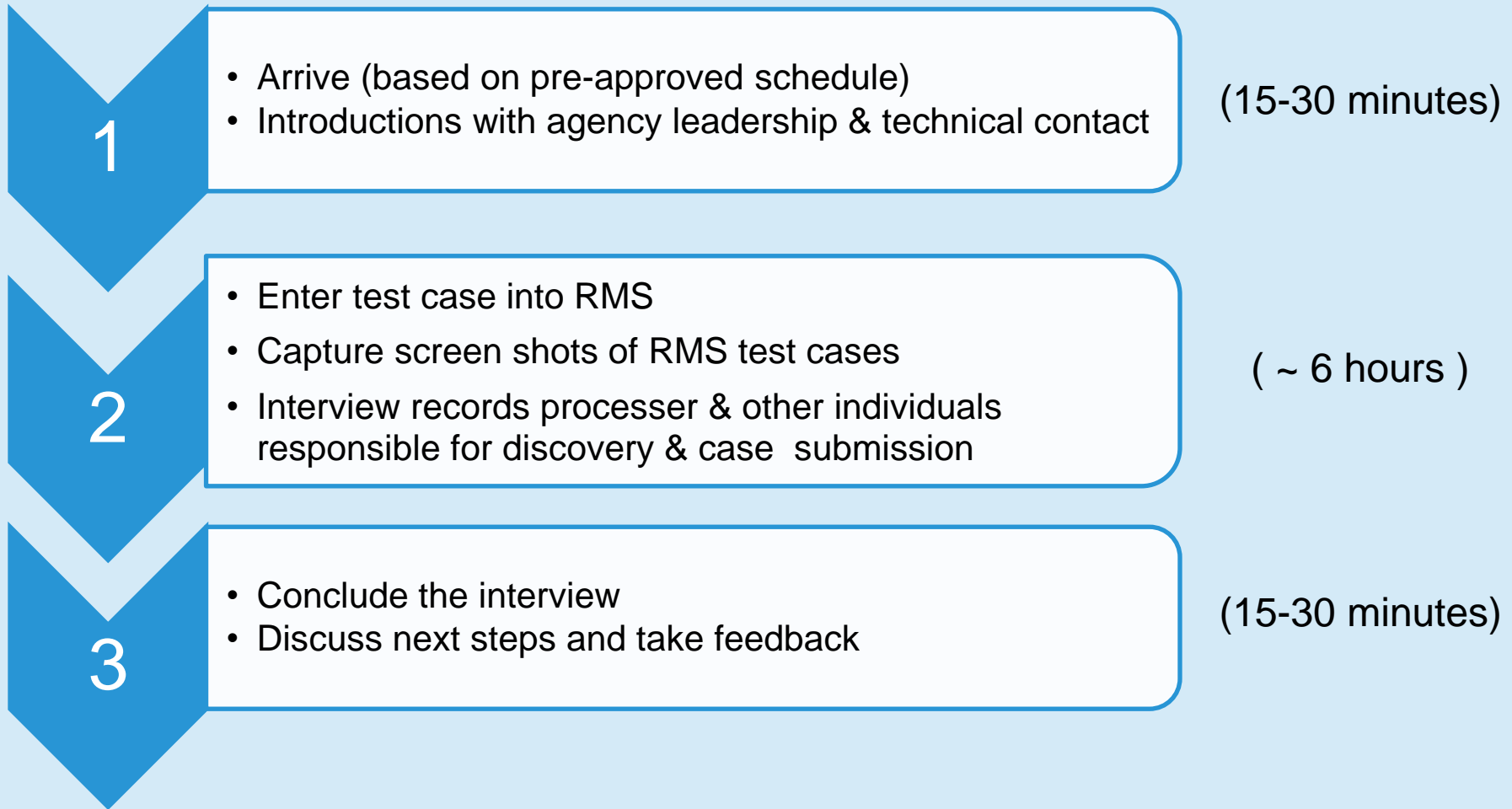**Data = structured, video, photo, CAD audio recordings, etc.**

Needs Assessment: DA/LEA Sample Set

DA	100% of agencies (22)
• Public Defender	~ 5
LEA	**~ 50 % of all agency offices**
• Small department	~ 50
• Medium department	~ 45
• Large departments	~ 20
• Super-size departments	~ 2
All RMS systems	**100 % of all RMS types**
Non-RMS	~ 5
Non-participants	~ 5

Onsite Operational Needs Assessment Model

1
- Arrive (based on pre-approved schedule)
- Introductions with leadership & point of contact

(15-30 minutes)

2
- Conduct interviews
- Personnel involved: Records clerk, evidence technician, line supervisor, others responsible for case submissions

(2-3 hours)

3
- Discuss next steps and take feedback
- Conclude the site visit

(15-30 minutes)

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Onsite Technical Needs Assessment Model

1
- Arrive (based on pre-approved schedule)
- Introductions with agency leadership & technical contact

(15-30 minutes)

2
- Enter test case into RMS
- Capture screen shots of RMS test cases
- Interview records processer & other individuals responsible for discovery & case submission

(~ 6 hours)

3
- Conclude the interview
- Discuss next steps and take feedback

(15-30 minutes)

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Agile Development Phase
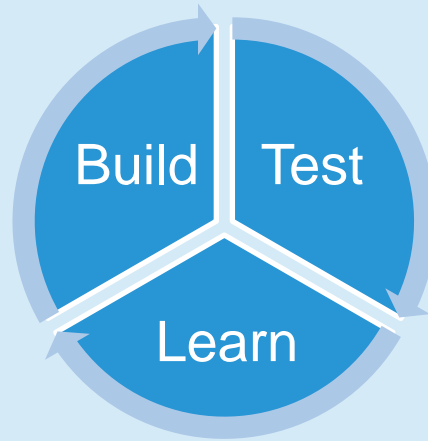
- Initial feature sets refined during assessment phase
- Xerox SDE architecture and platform
- Task orders produce increments of released software
- Follow all CJIS, State and Local guidelines
- Defined with data security at the forefront
- Utilize LEA α test group for user centered design

Deployment Phase

- District 18 pilot agency approach

- Overlaps with development phase

- Provides "real world" testing and acceptance

- Minimal LEA/DA or IT resources required

- LEA web service deployed remotely

- "Train the trainer" approach with supplemental WebEx

- 30 day performance period after go-live

- Answer Hub included

System Enhancement & Ongoing Support

- Enhancements based upon assessment findings and rollout

- Automatic updates

- Answer Hub user community support

Tentative Project Schedule

Phase	Date
Kickoff	4/20/2015
Needs Assessment	4/23/2015 – 8/7/2015
Agile Design & Development	Begins August 2015
Pilot Deployment	Begins October 2015
State-wide Deployment	Begins July 2016
System Enhancement & On-going support	Begins 11/1/2016

Conceptual LEA browser portal

(Click above image to enter demo)

eDiscovery Steps
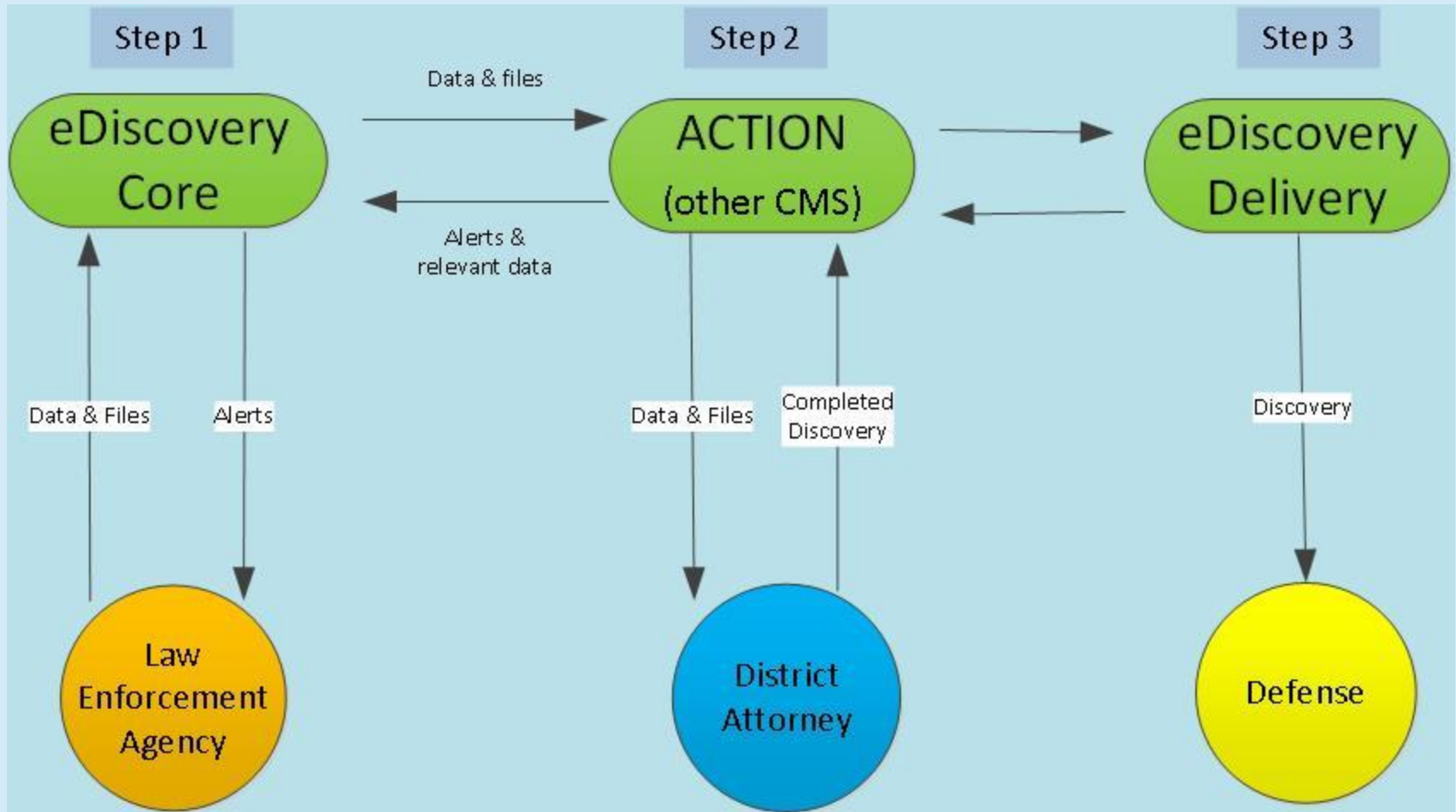
eDiscovery Steps 2 & 3

Making the discovery process as efficient as possible

- Obtain discovery in a digital format from LEA

- Automate supplemental discovery process

- Obtain data from LEA to reduce double data entry and typing errors

- Begin a case with the click of a button

- Provide OCR / Search capabilities for the DA office

- Provide bate stamping feature

- Ability to route digital files around the office

- Deliver discovery to Defense in a digital format

- Provide chain-of-custody from LEA through to Defense

- Provide very easy "pickup" functionality for files too large to transmit

Project Contacts

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Joe Gallelli – LEA Subject Matter Expert joseph.gallelli@xerox.com 407.474.4377

Richard Ketterman – RMS Subject Matter Expert richard.ketterman@Xerox.com 717.321.6566

Questions

Suggestions • Questions • Comments