Identifying and Correcting Orphaned Dispositions in Maryland's Central Repository
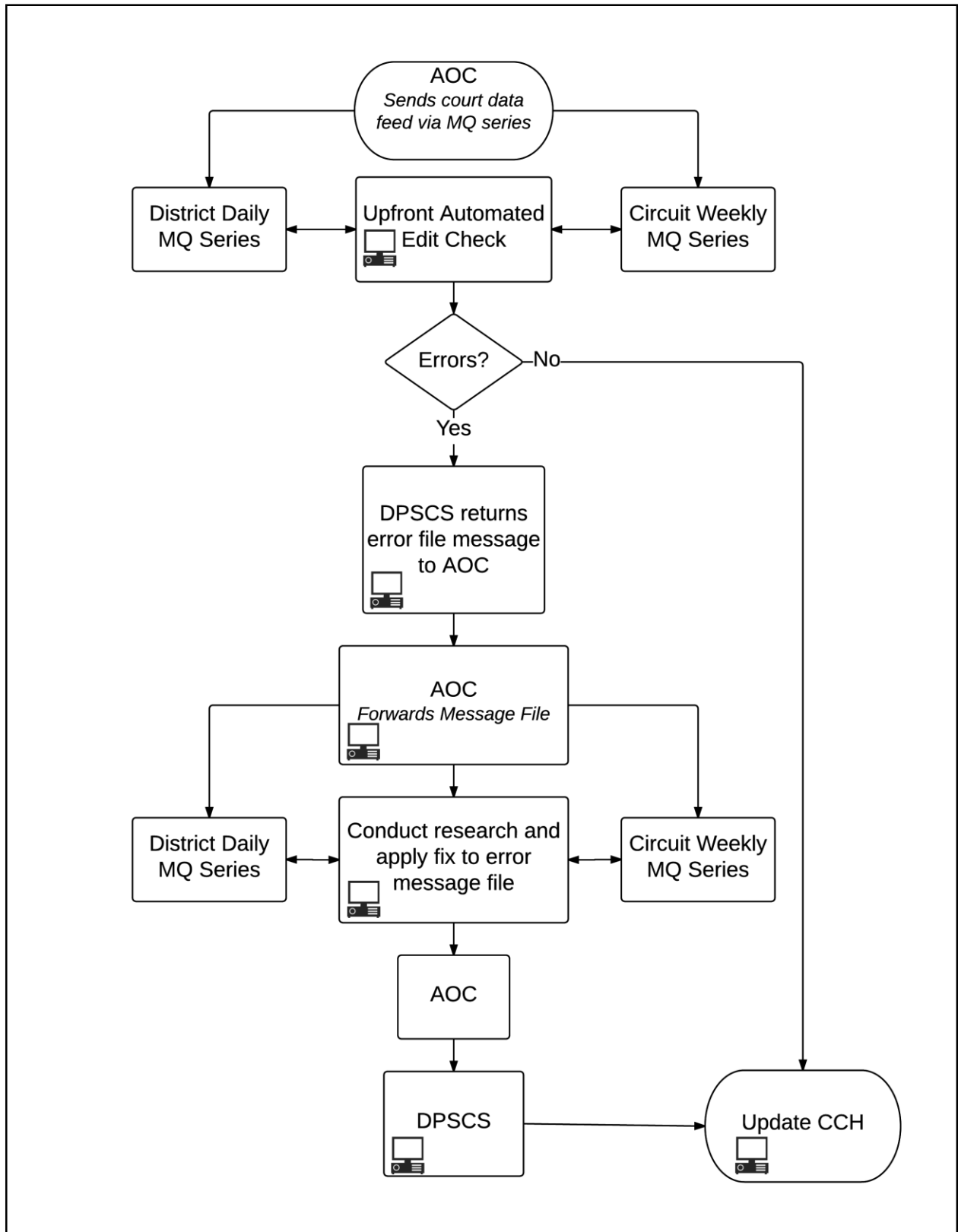
Maryland's Department of Public Safety and Correction Services (DPSCS) developed a program to identify submitted dispositions for which there were no associated arrest records in Maryland's Criminal Justice Information System-Central Repository (CJIS-CR). The process creates an error message that is forwarded to the Maryland Judiciary through the Administrative Office of the Courts (AOC), who review the discrepancies on a real-time basis. Where possible, corrections are made to the cases identified in the message, and the updated dispositions returned to CJIS-CR via the current MQ series process. The overall project goal was to improve the quality of the Maryland criminal history database by improving disposition matching on an ongoing basis using an automated error-reporting program and manual correction process. Success will be measured by comparing statistics year-over-year going forward.

Initially the project was to be piloted only in selected jurisdictions. Due to the relatively low number of errors anticipated on a daily basis, the AOC and CJIS decided to implement the project statewide without a pilot. All error reports were routed to the Administrative Office of the Courts, where designated personnel review the data file, make corrections or contact the local court, and then send a response back to DPSCS.

It should be noted that MQ series exchanges which are not conformant to GRA or NIEM were utilized in the programming. DPSCS and the AOC are both are in the process of system-wide upgrades that include moving to web based services. The existing MQ series exchanges will be used during the transition. *Figure 1* below shows the edit check protocol.

Figure 1: MQ Series Edit Check Protocol

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                           ┌─────────────────────┐
                           │         AOC         │
                           │  Sends court data   │
                           │  feed via MQ series │
                           └─────────────────────┘
          ┌──────────────────┬──────────────────────┐
          ▼                  ▼                        ▼
  ┌──────────────┐   ┌──────────────────┐   ┌──────────────┐
  │ District Daily│◄─►│ Upfront Automated │◄─►│ Circuit Weekly│
  │  MQ Series   │   │   Edit Check      │   │  MQ Series   │
  └──────────────┘   └──────────────────┘   └──────────────┘
                              │
                              ▼
                          ◇ Errors? ◇ ──No──────────────────┐
                              │                              │
                             Yes                             │
                              ▼                              │
                    ┌──────────────────┐                    │
                    │  DPSCS returns    │                    │
                    │ error file message│                    │
                    │     to AOC        │                    │
                    └──────────────────┘                    │
                              │                              │
                              ▼                              │
                    ┌──────────────────┐                    │
                    │       AOC         │                    │
                    │ Forwards Message  │                    │
                    │      File         │                    │
                    └──────────────────┘                    │
          ┌──────────────────┼──────────────────────┐       │
          ▼                  ▼                        ▼       │
  ┌──────────────┐   ┌──────────────────┐   ┌──────────────┐ │
  │ District Daily│◄─►│ Conduct research │◄─►│ Circuit Weekly│ │
  │  MQ Series   │   │ and apply fix to │   │  MQ Series   │ │
  │              │   │ error message file│   │              │ │
  └──────────────┘   └──────────────────┘   └──────────────┘ │
                              │                              │
                              ▼                              │
                        ┌──────────┐                        │
                        │   AOC    │                        │
                        └──────────┘                        │
                              │                              │
                              ▼                              ▼
                        ┌──────────┐            ┌──────────────┐
                        │  DPSCS   │───────────►│  Update CCH  │
                        └──────────┘            └──────────────┘
```

New court information is updated on the CCH database for the following data elements:

- Defendant name
- Tracking number
- Arrest date
- Date of birth
- SID number
- Process type (add, change or delete record)
- District or circuit court case number
- Error message

During a site visit in December of 2013, NCSC and SEARCH made a presentation to Maryland's Criminal Justice Information Advisory Board regarding promising practices in disposition sharing. NCSC and SEARCH also met with stakeholders of the DPSCS and the AOC. Discussions included interoperability planning, the upcoming implementation at CJIS and the AOC of new web-based services incorporating GRA and NIEM, the need for increased high-level support for the ongoing planning and implementation process, and the vital role the CJIS Board plays in that process.

CJIS has begun working with Baltimore City Courts to pilot *LiveScan* onsite. CJIS intends to work with the State Court Administrator and the Chief Justice to expand this project to other courts in Baltimore, and eventually to all courts statewide.

The initial phases of the project concluded in May 2014. Because additional funds remained in the project budget, the project timeframe was extended through December 31, 2014, allowing DPSCS to use the remaining funds to recover as many missing disposition records as possible. A vendor reviewed 630 of the backlogged arrests without dispositions, located the missing dispositions from a suspense file, and provided that information to DPSCS. Once the missing information was retrieved, DPSCS updated the Criminal History Database for those 630 arrests. The project concluded in December 2014.

Performance Measurement:

The following measures were instituted to gauge performance of the new error reporting system. Since no data was previously collected, the initial year of reporting will be utilized as a comparison for future performance.

1. Percent reduction in arrest cases lacking dispositions after completion of the error reporting process in comparison to the previous year
2. Percentage of incidences where AOC/courts will provide error feedback in the next scheduled feed from courts to CJIS (at least weekly for Circuit Courts and daily for District Courts) (Target is 80%)
3. Percentage of incidences where CJIS-CR will provide error report to AOC/courts within 1 business day (Target is 95%)
4. Percentage of incidences where the corrected data from court to CJIS-CR will be reflected in the Maryland RAP within 1 business day (Target is 95%)
5. Percentage increase in number of successful error resolutions as compared to previous year (Target to be determined after a baseline is established in first year of reporting)

Figure 2 below is a sample performance measure report generated on a monthly basis by CJIS-CR.

Figure 2: Sample CJIS-CR Arrest/Disposition Statistics Report

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STATE OF MARYLAND                          RUN DATE 2014-06-02
CRIMINAL JUSTICE INFORMATION SYSTEMS       REPORTING DATE 06/02/14
ARREST/DISPOSITION STATISTICS REPORT       REPORT AD402B PAGE 1
** STATISTIC **


PERCENTAGE REDUCTION IN CASES LACKING DISPOSITIONS: 004.6%
         TOTAL ARRESTS WITH DISPOSITIONS. . . . . . . . . . : 11
         TOTAL ARRESTS WITHOUT DISPOSITIONS . . . . . . . . : 239
         TOTAL CIRCUIT COURT TRANSACTIONS . .05/21/14 . . . . : 306
         TOTAL DISTRICT COURT TRANSACTIONS. .06/02/14 . . . . : 120

         TOTAL ERRORS FOR YESTERDAY . . . . . . . . . . . .: 93
         TOTAL ERRORS FOR TODAY . . . . . . . . . . . . . .: 60
         TOTAL ERRORS FIXED TODAY . . . . . . . . . . . . .: 0


ERROR REPORT PROVIDED WITHIN 1 DAY . . . . . . . . . .: 000.0%


CORRECTED DATA FROM COURT TO CJIS CR WITHIN 1 DAY. . . .: 000.0%


TOTAL PERCENTAGE OF ERRS FIXED FOR 04/01/14-04/30/14. .: 014.1%
         TOTAL ERRORS FOR 04/01/14-04/30/14 . . . . . . . . : 6,230
         TOTALS ERRORS FIXED FOR 04/01/14-04/30/14. . . . . : 884
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For the year 2014, there were a total of 59, 402 errors detected. Of those detected, 15, 639 (26.3%) errors were corrected and dispositions were updated by DPSCS in the Maryland criminal history record. In each case, errors were reported to the Administrative Office of Courts within one business day and the corrected data was returned to the CJIS-CR within one business day (where corrections were possible).