



# Beacon for Justice

July 2005



Newsletter for Justice Information Sharing Practitioners

## MESSAGE FROM THE CHAIRMAN

### Translating Vision into Action

*By Dwayne Campbell, Mecklenburg County*

At our last Board meeting in May, we adopted a set of focus areas, providing us the strategic focus for the organization. These four focus areas are:

- Represent Constituency
- Inform Constituents/ Communicate
- Reality Check for Industry
- Drive Best Practices

The Board established a vision for the organization, which is “Public Safety in the United States will be enhanced due to the contributions of Justice Information Sharing Practitioners to a more effective and efficient sharing of information”. Our mission undergirds this vision, which is “To provide leadership to the community of Justice Information Sharing Practitioners in order to enhance the sharing of information across all levels of government”.

When broken down, this vision and mission contains 25 elements or values and guiding

principles: honest broker; value to taxpayer; trusted network; collaboration; “what works;” peer resource; domain expert; integrity; best practices; common solutions; portal force multiplier; validation mechanism; shared standards; reuse; fiscally conscious; economies of scale; catalyst for improvement; held to higher standards; “gartner group” of integrated justice solutions; bridge jurisdictions; represent the voice of practitioners; leverage integration; shorten time to market; and integration/ implementation solutions.

Now we begin to translate our vision into an action plan by grouping the 25 elements of the Board’s vision into three stated goals:

1. Be established as the recognized practitioner voice for information sharing solutions.
2. Equip stakeholders to be more effective justice information sharing practitioners
3. Promote the sharing and

reutilization of information system components to minimize duplication and leverage successful initiatives.

Our stated vision and mission are the foundation of our strategic direction. Upon this foundation, we construct the strategies we will use to achieve these goals, the specific results we intend to achieve as well as how we will measure our progress in achieving those results.

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## “Getting the Right Information to the Right Person at the Right Time”

*By Pamela Scanlon, Executive Director, ARJIS*

The Automated Regional Justice Information System (ARJIS) has been testing wireless access to critical law enforcement data by providing 75 personal data assistants (PDAs) to local, state, and federal law enforcement officers throughout the San Diego, Calif. region.

The project has been tremendously successful and testers have shared many instances where having information and photos accessible in the field using PDAs have made a crucial difference in their operations.

Testers come from 15 different agencies and task forces and do various jobs, including bike patrol, horse patrol, joint terrorism task force, night vice officers, surveillance teams, community policing officers, warrant teams and others who are often away from their vehicles and have frequent public contact.

The wireless devices access the ARJIS Global Query application, which provides a single search hitting 12 different databases. Booking photos have been especially valuable by allowing positive ID on the spot and putting an end to the “name

game”. Officers like nothing better than showing a photo to a subject and saying “This doesn’t look like you – tell me your real name.”

The devices are running on Verizon’s super-fast EVDO network that has excellent coverage throughout the county. Different hardware offerings have been tested. The AudioVox ‘Harrier’ was launched recently and is proving to be user-friendly and reliable.

The PDAs make field officers more efficient by saving time with fewer trips back to the station to identify a subject. Time on surveillance is more productive since officers can run persons and vehicles and “connect the dots” of a case.

Officers have tried a ‘side by side’ comparison of waiting for an inquiry dispatcher vs. querying the PDA themselves, and the PDA usually wins the race. Officers can view data without dispatcher intervention and appreciate being able to do their own analysis.

This project has been funded by the BorderSafe grant and ARJIS plans to expand deployment to more officers and additional agencies.



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## Streamlining the Booking to Initial Appearance Court Processes

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By Larry Bernosky, Integration Program Manager, Maricopa County, ICJIS



### Introduction

The Maricopa County (Arizona) Integrated Criminal Justice Information System (ICJIS) Agency reached a milestone this past summer with the completion of a major integration project that involved the Sheriff's Office, Maricopa County's Superior Court and ICJIS. This project linked the new on-line Pre-Booking System, developed by the Maricopa County's Sheriff's Office, with the Common Case Number Application and the Initial Appearance Court's Integrated Court Information System (iCIS). Its purpose is to provide accurate and timely data that is sharable with all justice agencies involved with the case process.

### The Problem

The process, from arrest to booking to acceptance into a Maricopa County jail to a hearing at the Initial Appearance Court, relied on a very paper intense

process that used error-prone hand-written forms (for example, illegible information or missing information) that required "sneaker-net" interfaces and multiple data entries of the same data. To begin the effort of fixing the process, multiple projects were launched in several agencies and then were integrated along key business processes.

### *The pieces to the Booking-to-Initial Appearance integration puzzle:*

*Pre-Booking System (PBS)* – This capstone system was developed by the Maricopa County Sheriff's Office using the ICJIS Convergent Architecture tools and support. It provides a single point of entry for booking data. This data is directly entered by the booking officer. A set of complex business rules are applied to guide the officer through the booking process and to ensure that valid information is being captured.

- Single point of edited data entry
- Electronic distribution of quality data to the Courts and attorneys
- Consistent booking data in all systems and agencies
- Reduced jail booking time for officers and staff

- Less paperwork and administrative overhead for arresting officers

*Common Case Number (CCN) Application* – The CCN is the unique common identifier assigned to a criminal incident, which is recognized and used within and between all Maricopa County Justice Agencies.

The assignment can occur at different points in the case flow process and within different agencies within Maricopa County. It provides a common and recognized link in order to facilitate the management and tracking of all criminal cases as they move through the criminal justice process and between Justice Agencies.

This capability supports all aspects of the justice management process, including lawyers, judges, court administrators, clerks, defendants, and victims.

- Provides a valid and unique common case number to a requesting agency.
- Maintains the integrity of a common case number whenever the application interfaces with an agency with regard to a common case number (e.g. case status update).

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- Generates a product (e.g., a unique CCN; completes an update transaction) only when requested by a valid agency submitting a valid request.
- It provides an efficient and secure interface to valid Justice Agency systems essential to achieving the CCN Application purpose.
- It provides a value-added enterprise function that facilitates case information integration and tracking among Justice Agencies as the status of cases change.

*Electronic Form IV Application –* The Maricopa County Form IV provides the IA Court Hearing Officer with the probable cause statement and information needed to make release decisions. Prior to the implementation of the electronic version, this data was hand written by the arresting officer and was either faxed or hand-carried to the staff in the Initial Appearance Court in preparation for the defendant's initial court hearing. As is the case with most hand-written forms, it suffered from the usual problems of either incomplete or inaccurate data entry, or illegible entries. In addition, the paper form necessitated extra handling (for example, faxing, human transfer, and copying).

Since the same officer who

enters the booking information also completes the Form IV statement, an electronic version of this Form IV was developed, with ICJIS support, as a module within the Pre-Booking System. This provided a number of advantages:

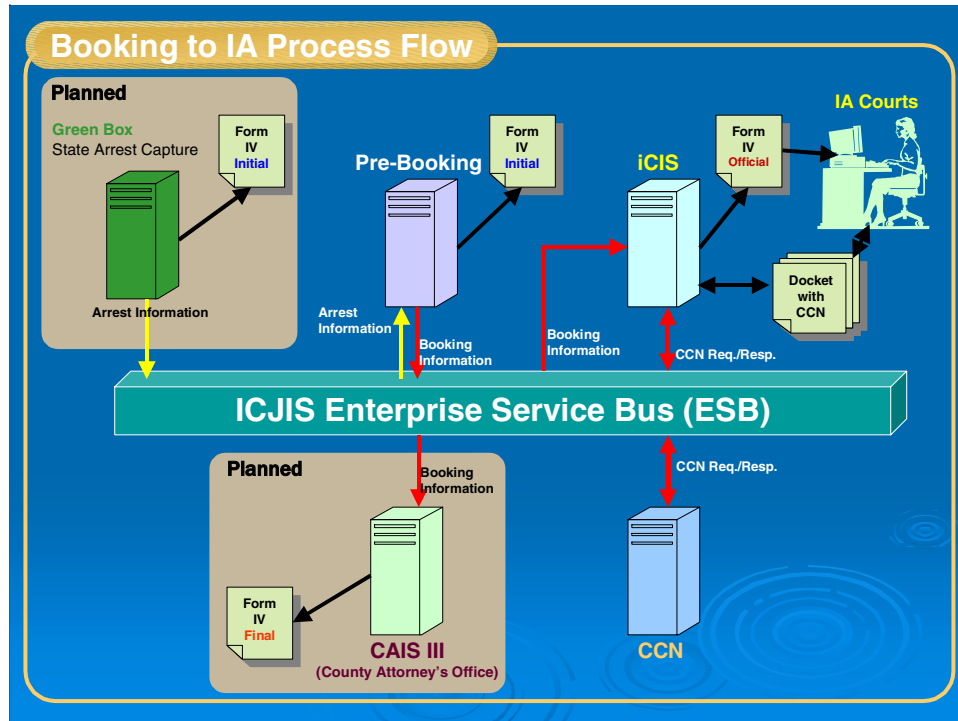
- Some of the data elements (for example defendant name, date of birth, charge, arrest and location) required for the Pre-Booking process were the same used on the Form IV statement. Therefore, these only needed to be captured once and used to complete this form.
- It eliminated the incomplete and error-prone hand-written forms.
- By collecting the data only one time in an accurate and consistent form, the data can be transferred reliably to multiple justice agency systems (for example the county attorney or Superior Court).
- If an agency has a need to generate a printed copy, then it can do so locally but from the original reliable data source.
- It greatly reduces an officer's paperwork and results in less paper transfer to the Courts.

*The Role of XML and GJXDM –* Another goal in this project was to begin using XML, and specifically the Global Justice

XML (GJXDM), as the means for formatting the data being shared among the Justice Agencies. This began a process which could be leveraged going forward. Some of the benefits in doing this were:

- The use of common vocabulary (GJXDM) that is understood system to system, enables sharing of data and reuse in multiple applications and purposes such as inserts into databases or the creation of forms.
- Utilizing standard XML tags and common definitions clearly communicates what information is being transmitted.
- The GJXDM removes the burden from agencies to independently create separate, individual exchange standards, and its extensibility provides flexibility to deal with unique requirements (as was the case with some of the Form IV data).
- Laying a foundation of data based on the GJXDM facilitates future data exchange development which also builds upon the GJXDM, as developers will be familiar with the common format.
- By using the GJXDM, the data can be easily understood and used by agencies outside of Maricopa County should it be made available for criminal history, in custody or other purposes.

- Standard code values in the GJXDM increase data quality. The figure below illustrates the justice processes and the business workflow that have been implemented through the collaboration of the Sheriff's Office, the Superior Court and ICJIS. It also shows planned expanded use and distribution of these integrated electronic processes.



The process flow goes as follows:

1. When a person is arrested the booking information is entered directly on-line into the Pre-Booking System by the arresting officer. This can be either from the main County Jail Intake at the 4<sup>th</sup> Avenue Jail or remotely at a municipal precinct.
2. Concurrent with the booking information being entered on-line, the electronic Form IV is also generated.
3. If the pre-booking information is entered remotely, then when either a law enforcement officer or a transportation officer brings the defendant or multiple defendants to the 4<sup>th</sup> Avenue Jail for a medical examination, the officer can call up the entered booking information from any one of 25 booking terminals. When the subject has cleared the medical examination, the officer presses the Accept Prisoner key and the required electronic entries for the booking process are completed.
4. One result of this acceptance process is that the Common Case Number for this defendant is automatically generated and stored with the Pre-Booking and Form IV data.
5. At this point an automatic transaction is initiated that sends the electronic Form IV to the Superior Court's Initial Appearance Court. If the Pre-Booking System was not able to generate a common case number for any reason, then the Court's iCIS will automatically request and add the number to the case file.
6. Finally, a copy of the electronic Form IV along with the required docket information will be prepared and delivered to the Initial Appearance Court for the appropriate docket hearing. Maricopa County conducts 8 docket sessions a day around the clock - 24x7.

### The Payoff

Through the dedication, cooperation and initiative of the

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Maricopa County's Sheriff's Office, Superior Court and ICJIS business and technical staffs and supporting vendors, a number of previously stove-piped and paper-intensive transactions have been dramatically streamlined resulting in significant savings and enhanced safety for the officers and citizens. The benefits of this are many and include the following:

- Law enforcement officers are relieved of burdensome paper work and administrative tasks. It is estimated that as much as an hour of officer and administrative time is saved per booking with these new integrated capabilities.
- With a requirement for a defendant to be "IA'd" within 24 hours of arrest these streamlined processes better assure that this occurs in a timely fashion.
- The Superior Court can take advantage of accurate and reliable data that was captured by the Sheriff's Office at the beginning of the arrest process.

- This accurate and reliable data is also available for reuse by other justice agencies to share as needed, thus saving them the time and money it would take to develop their own similar functionality.
- By assigning a Common Case Number at the booking stage of this process, manual work in tracking a case is reduced as that number is now available from the start of a case to its conclusion or disposition.
- By using the GJXDM standard and reusing common components, the reliability and accuracy of the data are greatly increased thus enhancing and streamlining the booking and case tracking processes for multiple jurisdictions in Maricopa County and the state of Arizona.

### Next Steps

The development, integration and initial implementation of these systems was completed in Fall 2004. Subsequent expansion, both on-going and planned,

include:

- Extending the use of the Pre-Booking System to the city of Phoenix and other municipalities in Maricopa County. Currently Phoenix is completing the integration of the Pre-Booking System at all six of its precincts. This is a significant achievement for both the city of Phoenix and Maricopa County since 60-70 percent of arrests in Maricopa County originate in the city of Phoenix.
- In collaboration with the state of Arizona, sharing and reusing the Pre-Booking System components as part of the state's Arrest Capture System are being used with numerous municipalities.
- Providing access to the electronic Form IV to the county attorney's staff.
- Creating electronic warrants that will eliminate additional paper processes and handling.

### Contact Information

For further information, please contact Larry Bernosky, Integration Program Manager, Maricopa County ICJIS at telephone number (602) 506-2559, fax (601) 506-1879 or e-mail [lbernosky@mail.maricopa.gov](mailto:lbernosky@mail.maricopa.gov).

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## **“YOU ARE NOT ALONE”**

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*By Titus Britt, Deputy Commission of Public Safty Information System Support, City of Cleveland*

The Justice Information Sharing Practitioner’s (JISP) Board unanimously agreed at the last Board meeting, that the push for information sharing and integration needs to be passed down to the local level. The Board is therefore preparing to pilot a local regional information sharing meeting in Cleveland, Ohio, hosted by JISP Board member Titus J. Britt, deputy commissioner of public safety Information System Support.

Since Sept. 11, 2001, the increased need for justice practitioners to share information within and across

local, state and national boarders is necessary for continued security of the homeland. We believe that effective vehicles are quickly developing but require continued input from justice practitioners at all levels.

So “You Are Not Alone” is a theme that we hope will spark interest from local justice practitioners first in Ohio. After successful completion in Cleveland, the Board will look for other cities to be hosted by Board members. The pilot is still in the early stage of development and we have

reached out to the National Criminal Justice Association (NCJA) for assistance.

One of our objectives is to provide information on the Bureau of Justice Assistance (BJA), the NCJA, National Law Enforcement Telecommunications System (NLETS), Search, and the IJIS Institute, along with presenting developed and future national standards.

We welcome suggestions and feedback. Please check the JISP website ([www.jisp.us](http://www.jisp.us)) or contact Jenine Larsen at [jlarsen@ncja.org](mailto:jlarsen@ncja.org) for information as it develops.



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## **Making the Most of What You Have** *An Incremental Approach to Integration*

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*By Ann Lynn Walker, JISP Board Member and Fausto Vega, ICJI Project Manager*

### **Introduction**

There are several challenges to integrating criminal justice information in Tennessee. We have 95 counties and a non-unified court system. In addition, many of the state’s criminal justice agency information systems are fairly dated mainframe legacy systems.

The other significant challenge for Tennessee’s efforts is funding.

In the past few years, the state’s budget was being reduced by 5-10 percent every year. This year there were no cuts across the board. Things are looking better, but there still aren’t large amounts of money available for large integration projects.

That’s why we have taken an incremental approach to working on our integration efforts.

Tennessee’s criminal justice community is benefiting from the work of the Integrated Criminal Justice Information (ICJI) project that started as a grassroots

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gathering of criminal justice professionals who recognized the need to coordinate efforts within the criminal justice system. Since the project has funding from a Federal grant, the agencies involved have been committed to working with one another toward the goal of integrated criminal justice information sharing.

### Governance

The ICJI Team embodies a total collaboration of the executive leadership and information systems management of a variety of criminal justice agencies. During the early stages of the project, the ICJI Team finalized the Governance for the ICJI Steering Committee and received signed Memorandums of Understanding from Steering Committee members and staff members.

The Governance defines the leadership structure of the ICJI Steering Committee that is comprised of representatives from the following agencies:

- Administrative Office of the Courts
- Department of Finance & Administration
- Tennessee Attorney General
- Tennessee Board of Probation & Parole
- Tennessee Bureau of Investigation
- Tennessee Chiefs of Police Association
- Tennessee Court Clerks Association

- Tennessee Department of Correction
- Tennessee Department of Safety
- Tennessee District Attorneys General Conference
- Tennessee District Public Defenders Conference
- Tennessee General Assembly – House of Representatives
- Tennessee General Assembly – Senate
- Tennessee Office of Homeland Security
- Tennessee Sheriffs Association

The following subcommittees have been outlined in the Governance and are engaged as needed:

- Security, Privacy & Confidentiality Policy
- Process Improvement & Statewide Identification
- Network, Infrastructure & Data Standards
- Funding, Legislative Reform & Public Relations

### Strategic Plan

The ICJI Strategic Plan defines the stakeholders, vision, mission and goals of the ICJI project.

The stakeholders are from all three branches of the state government, and independent state agencies like the Tennessee Bureau of Investigation and all ninety-five local counties for police and sheriff offices.

**Vision Statement:** “To enhance public safety through effective integration of criminal

justice information throughout Tennessee by promoting practices that improve cost effectiveness, information sharing, and timely appropriate access to accurate information while recognizing the unique contribution of each criminal justice component.”

**Mission Statement:** “The Integrated Criminal Justice Information Steering Committee will: (1) Provide a framework to integrate criminal justice information that is congruent with emerging technologies, national and state standards, while complementing local information sharing initiatives. (2) Minimize redundant criminal justice record information entry while identifying reengineering and automation opportunities. (3) improve the use of the statewide individual identification number that would link together all local and state criminal justice information. (4) Develop methods to secure long term funding and support for integrated criminal justice record and information management.”

### ICJI Steering Committee Goals:

- 1) Encourage the use of uniform definitions and code structures for such items as offenses, incidents, and cases, as well as common data definitions.
- 2) Facilitate collection and dissemination of criminal justice information.
- 3) Create standard methods to link incidents, arrests, court cases, dispositions, inmates, treatments, victims, custody status, and release data.
- 4) Use existing systems as



- appropriate.
- 5) Establish standards for security, privacy, and public access.
  - 6) Secure alternative funding sources and the support of champions and key stakeholders to sustain long-term commitment.
  - 7) Establish performance measurements for evaluation and accountability.

### As-Is Model

The ICJI Team conducted business process review interviews in 17 counties, within 70 agencies and with 176 personnel. The ICJI Team published the “As-Is” Model for Tennessee’s justice information exchange. The “As-Is” Model conveys existing criminal justice processes, information flows, and data exchanges and identifies potential barriers to integration within the following processes: Incident & Investigation, Warrant Processing, Arrest & Booking, General Sessions Court, Circuit or Criminal Court, Probation, Correction, and Parole. This document has significantly improved the understanding of Tennessee’s criminal justice information exchanges as a whole. Perhaps most importantly, the “As-Is” Model provides a list of opportunities to improve Tennessee’s criminal justice information sharing process. This list is utilized by the ICJ steering committee when determining what the next project should be and what funding may be needed.

### Automated Final Disposition Reporting

The ICJI Team developed a concept to automate Final Disposition submissions and thereby eliminate the need for the manual process and improve the data quality of the criminal history records. The Automated Final Disposition process was presented to and then adopted by participating agencies at the 2003 Final Disposition Summit. Over 75 criminal justice professionals attended the Final Disposition Summit. The summit included key participants from Tennessee’s four major metropolitan counties (Shelby, Knox, Hamilton and Davidson) as well as representatives of the Tennessee Court Information System (TnCIS).

The ICJI Team worked with our legislative

steering committee members to get a bill passed that updated the Standardized Procedures for Booking of Arrestees (TCA 8-4-115). The legislation promotes electronic Final Disposition reporting in Tennessee. It was passed on May 19th, 2004 and signed by Governor Bredesen on June 8, 2004.

The ICJI Team developed a comprehensive Resource Guide for the Automated Final Disposition reporting project. This guide addresses technical and procedural issues regarding the Automated Final Disposition project. Final Disposition reporting is currently being accomplished electronically in Davidson, Hamilton and Shelby counties. Knox County is being scheduled next for online submissions of Final Dispositions. Once all four of these counties are online, Tennessee will have almost 85% of its disposition information reported electronically. There are many benefits that have been realized from this automation:

- No need to keep the paper system: the R-84 Green Sheets
- Save costs on postage and handling
- Ability to reallocate staff to other more important assignments
- Diminishes the occurrence of information being lost in the shuffle
- Increased accuracy of information by minimizing human error

Criminal history record keeping at the TBI has improved. The Automated Final Disposition project not only helped Law Enforcement and the Court Clerks to complete a reporting process, but it has greatly improved the TBI’s ability to update Tennessee’s Criminal History Repository in a more accurate and timely manner.

### Criminal Justice Web Portal

Information sharing will be improved because of the design work being done on the Criminal Justice Web Portal. The ICJI Team is proposing a Criminal Justice Web Portal to provide a single point of access for multiple agency data through a secure Web browser. This Portal will eliminate the need to conduct separate searches across

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various systems to access information for a specific person. The Portal is being designed with the roles-based security concept in mind with the highest degree of security and authentication.

Phase I of the Portal will allow 'read-only' access to Law Enforcement and criminal investigators to data provided by: Department of Safety, Department of Correction, Board of Probation and Parole, and The Tennessee Bureau of Investigation. We are viewing this phase as a proof-of-concept and hope to secure additional funding for future phases based on its benefit to the criminal justice community.

**Recognition**

In 2004, the ICJI Team was nominated and received a Tennessee Statewide Information

Systems Management Multi-Agency Team Award. The ICJI Team was recognized for outstanding contributions and exceptional leadership qualities demonstrated by the ICJI Steering Committee in support of multiple initiatives which enhance automated information exchange and data sharing among agencies to promote the safety and security of the citizens of Tennessee.

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**National Association for Justice Information Systems**



2005 CONFERENCE

***BRIDGING JUSTICE INFORMATION SYSTEMS***



San Francisco, California  
September 21 - 23, 2005

Details are available online at <http://www.najis.org>

## Register Today!

### ANNOUNCING THE 2005 REGIONAL CONFERENCE SERIES



### *Demonstrating the Value of America's Justice Initiatives*

#### 2005 Regional Conference Series for State Administering Agencies and Subgrantees

#### Conference Overview

The 2005 U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance (BJA) Regional Conference Series will again bring together practitioners, policy makers, and BJA leadership to explore critical issues in the law enforcement and criminal justice arenas. Last year, more than 1,000 local, state, national, tribal, and federal professionals attended the conferences to share ideas, initiate discussions, and solve problems regarding pressing law enforcement and justice issues affecting America's communities.

This year's series will focus on demonstrating and communicating the value of America's justice initiatives. As state and local budgets have become tighter and the search for justice funding has intensified, it is more important than ever to communicate the value of criminal justice initiatives to communities and decision makers. Learn what you can do to better demonstrate—and deliver—a "Return On Investment" from your criminal justice programs.

Registration is free of charge and includes all sessions, continental breakfasts and lunches, and training materials.

#### Who Should Attend

BJA conferences are designed to benefit a wide range of participants, from State Administering Agencies (SAA) to federal, state, local, and tribal justice grantees, law enforcement, and related service providers.

#### 2005 Dates and Locations

South Central Region	September 13-14	New Orleans, LA
Southeast Region	November 1-2	Charlotte, NC
Central Region	November 8-9	Minneapolis, MN
West Region	November 29-30	Anaheim, CA
Northeast Region	December 13-14	Newport, RI

For more information or to register online, visit: <http://www.ncja.org/bjaregionalmeeting.html>.  
Registration is also available on page 12.

**Demonstrating the Value of America's Justice Initiatives**

Bureau of Justice Assistance Regional Conference Series for State Administering Agencies and Subgrantees

**REGISTRATION FORM**

Conference registration is free of charge and includes all sessions, lunches, and materials.

Please visit: [http://www.ncja.org/ncja\\_cancellation\\_policy.html](http://www.ncja.org/ncja_cancellation_policy.html) for cancellation policy.

Please visit <http://www.ncja.org/bjaregionalmeeting.html> for conference details.

- South Central Region: September 13-14, 2005
- Southeast Region: November 1-2, 2005
- Central Region: November 8-9, 2005
- West Region: November 29-30
- Northeast Region: December 13-14, 2005

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Submit completed registration form by fax to (202) 628-0080

**CONFERENCE CONTACT:**

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