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# Summary of Recommendations

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## **Strengthen CriMNet Project Management (p. 56)**

To help facilitate criminal justice integration and mitigate costs for the state, Policy Group members should ensure that CriMNet projects managed by their respective agencies:

- Have documented baseline expectations regarding project schedules, budgets, and scope;
- Have adequately identified and addressed prerequisite decisions regarding users' requirements, data practices, and other criminal justice practices; and
- Coordinate and communicate with stakeholders on other CriMNet projects.

## **Fully Staff the CriMNet Office (p. 82)**

- To provide appropriate staffing for the CriMNet Office, the Commissioner of Public Safety should expedite filling open CriMNet Office staff positions.

## **Complete the Planning Process (pp. 39, 82)**

- The CriMNet Office, in coordination with local governments, should inventory local governments' criminal justice information systems and integration plans and estimate the resources that will be required to bring needed information into CriMNet.

To fully articulate the state's incremental approach to integrating criminal justice information, the Policy Group should:

- Ensure that the CriMNet scope statement outlining projects and program controls is completed and approved as soon as possible;
- Ensure that the agreed-upon scope of CriMNet projects in 2004 and 2005 adequately addresses the need to complete work practice, data, and technical requirements as quickly as possible;
- Require the CriMNet Office to provide a comprehensive work plan showing time, budget, and outcome milestones for key activities and projects; and
- Initiate, as soon as practical, the process of setting integration priorities for 2006-07.

### **Improve Communication and Accountability (p. 83)**

To improve the timeliness and quality of information on CriMNet program status:

- The Policy Group should require state agencies implementing CriMNet projects to establish a common coding structure in the state's accounting system that will allow for overall analysis, monitoring, and reporting of CriMNet financial activity.
- Policy Group members should ensure (1) that state agency CriMNet project teams report all needed status information, including budget, schedule, and outcome data, to the CriMNet Office and (2) that local grant contracts include the same requirement.
- The Policy Group should implement a communication plan that (1) balances external publicity with information sharing and communication among CriMNet project teams and stakeholder groups; (2) defines the parameters of private sector involvement in promoting CriMNet; and (3) includes a requirement for review and approval of key messages and communication materials.

To provide more meaningful oversight:

- The Policy Group and Task Force, in collaboration with the CriMNet Office, should adjust meeting agendas and schedules as needed to ensure that CriMNet program status is regularly and rigorously reviewed.

To improve its ability to evaluate CriMNet budget requests:

- The Legislature should require the Policy Group to present during the biennial appropriation process a comprehensive spending plan showing the status of current projects, the amount of continued funding requested, high-level outcomes expected in the coming biennium, and priorities among new project proposals. In addition, legislative finance and policy committees of jurisdiction should consider specific agency criminal justice information system requests in light of this overall CriMNet plan.

### **Address Data Practice Issues (p. 84)**

To address deficient and conflicting Minnesota statutes pertaining to criminal justice data practices and to ensure that individuals have an appropriate level of access to data about themselves:

- The Legislature should, during the 2004 legislative session, consider and act on the Policy Group's December 2003 recommendations to modify the Data Practices Act; and
- In future years, the Policy Group should ensure that it makes timely recommendations to the Legislature regarding additional data practice issues requiring legislative action.

**Modify CriMNet's Governance Structure (p. 85)**

- To better ensure that the perspectives of local jurisdictions are considered in setting CriMNet policy, the Legislature should amend the law to add local representatives to the Policy Group.
- To provide stronger day-to-day support and oversight of CriMNet Office operations, the Commissioner of Public Safety and the Policy Group as a whole should clarify for the CriMNet Executive Director distinctions between the Policy Group's strategic authority and the Department of Public Safety's day-to-day management authority.