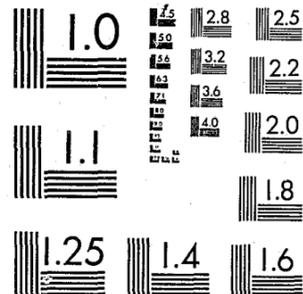


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Survey of Criminal Justice Information Agencies: Interstate Analysis

FINAL REPORT

VOLUME I

By:

Dr. Mark Shugoli, Project Manager
Ms. Jan Dempsey

April 1981

MANAGEMENT SYSTEMS DIVISION

GENERAL RESEARCH  CORPORATION

A SUBSIDIARY OF FLOW GENERAL INC.
7655 Old Springhouse Road, McLean, Virginia 22102

Prepared For:

Office of Program Evaluation
National Institute of Justice
633 Indiana Avenue, N.W.
Washington, D.C. 20001

Grant No. 79MU-AX-0034

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Mark Shugoll
Jan Dempsey

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SECTION 1 INTRODUCTION

The Office of Program Evaluation, National Institute of Law Enforcement and Criminal Justice (now the National Institute of Justice, NIJ) contracted with General Research Corporation (GRC) for a study to describe and evaluate state level criminal justice information systems in all 50 states and the District of Columbia. This report presents the results of this study.

The report consists of two volumes. Volume I discusses the study methodology, provides an interstate comparison of information systems, and presents recommendations for the role of the Federal government in the continued maturation of state information systems. Volume II profiles the information systems on a state-by-state basis.

BACKGROUND

State Information Systems Development

The criminal justice community is faced with many complex problems such as how to control crime, guarantee humane treatment for offenders, and increase efficiency in the administration of justice. Criminal justice information systems are considered one resource that can assist in combating these difficult problems. This is because the availability of thorough criminal justice data, which is a product of these systems, can help identify major topical problem areas, compare the effectiveness of alternative programs to treat these problems, and recommend policy decisions that are of increased quality and timeliness.

A mitigative factor in information system development has been the decentralized system of American justice. As a result, a fragmented approach has been taken to information system development. Therefore, state and local governments are currently at varying stages

of information system design. Some state and local governments have operational systems, others have systems in the process of implementation, others are planning information systems, and still others have no existing plans for the operation of information systems. Even between currently operating systems, the amount and quality of data varies sharply.

Federal Role in Information System Development

Decreasing crime, humanizing offender treatment, and the efficient administration of justice are issues that are also of national consequence. Therefore, the Federal government has a vested interest in overcoming the fragmentation in criminal justice information system development and helping states reach at least a level of minimum competency in dealing with justice problems.

The Federal government's formal role in this area dates from the passage of the Omnibus Crime Control Act of 1968 which established the Law Enforcement Assistance Administration (LEAA). From its inception, LEAA has offered state and local jurisdictions assistance in developing information systems. In 1970, the National Criminal Justice Information and Statistics Service (NCJISS) was created as a statistical arm of LEAA. NCJISS provided funding and technical assistance to states and localities for the development of information systems.

In 1972, LEAA announced the Comprehensive Data Systems (CDS) Program.¹ This program was intended to encourage states to develop greater data analysis and collection capabilities and introduce more interstate standardization between state-level information systems. Specifically, the CDS program contained five components:

- Uniform Crime Reporting (UCR)
- Offender-Based Transaction Statistics and Computerized Criminal Histories (OBTS/CCH)

¹For a comprehensive description of the CDS program, see Cost and Benefits of the Comprehensive Data System Program, Institute for Law and Social Research, Washington, D.C., 1976.

- Management and Administrative Statistics (MAS)
- State Statistical Analysis Centers (SACs)
- Technical Assistance to coordinate the implementation of the CDS program.

The Federal government has further encouraged the development of better management and analysis of criminal justice programs in recent years by supporting other information systems through research, technical assistance, and grants. These systems include:

- Offender-Based State Corrections Information System (OBSCIS)
- State Judicial Information System (SJIS)
- Prosecutor's Management Information System (PROMIS)

In 1979, the Justice System Improvement Act (JSIA) reorganized LEAA and created the Bureau of Justice Statistics (BJS). JSIA solidified the Federal government's commitment to information system development by transferring the responsibilities of NCJISS, which was part of LEAA, to BJS, an independent office within the Department of Justice. BJS was created with a specific mandate to work with the states in the collection, analysis, and reporting of criminal justice information.

STUDY RELEVANCE

This study represents a continuation of the Federal government's interest in, and commitment to, criminal justice information systems development. In a general sense, the reason for undertaking this project was to create a timely body of data that the Federal government could use to help determine the direction of its future role in information system development. More specifically, the study was seen as a resource to provide input to BJS in fulfilling the mandates of JSIA.

This research is also intended to be useful to the states. It will provide them information on all aspects of their information systems and their level of development in statistical reporting relative

to other states. The dissemination of this information can be an informal forum for technical assistance from the Federal government to the states that can help the states self assess their need for future information system development.

Research on criminal justice information systems, and the future role of BJS in their development, is particularly important given the current fiscal environment. The availability of state revenues for justice programs is decreasing and the Federal government is cutting back its funding in an attempt to balance its budget. As a result of this fiscal crisis, it is imperative that efficient criminal justice policy decisions be made. Criminal justice information systems can provide the data to make efficient policy choices that can maximize the productivity of criminal justice expenditures.

STUDY FOCUS

The overall focus of this study is to describe the current ability of the states to report on criminal justice information. Although the idiosyncrasies of state information systems are widely acknowledged, very little comparable information has been collected on the reporting capabilities in each state or on the extent of the idiosyncrasies.

Recent studies of information systems have concentrated primarily on an examination of specific statistic-generating systems: OBTS, MAS, SJIS, and CCH, for example.¹ Although these studies have provided

¹Examples of these studies include National Center for State Courts, State Judicial Information Systems: State of the Art Report, Williamsburg, Virginia, 1979; W.T. Conner, An Assessment of the Status of the National Computerized Criminal History Program, SRI International: Menlo Park, California, 1979; National Academy of Public Administration, Criminal Justice Administrative Statistics, Washington, D.C., 1980; Criminal Justice Statistics Association, State of the States: Statistical Analysis Centers, Washington, D.C., 1980; Criminal Justice Statistics Association, Status of OBTS Development in the States, Washington, D.C., 1981 (forthcoming); Criminal Justice Statistics Association, An Analytical Plan for the Representation and Use of Offender Processing Statistics, Washington, D.C., 1981 (forthcoming).

indispensable information, they do not present an overall comparative picture of state abilities to report on criminal justice information and statistics. This is because there is very little comparability between formal information systems across states, even between systems with identical names and objectives. These systems vary distinctly in the manner in which they collect data, the quantity and the quality of the data they generate, or their level of computerization.

To help fill the void in existing research, this study is generic in nature, rather than information system specific. The research does not discuss the level of implementation of OBTS, CCH, OBSCIS, or PROMIS in each state. The reader is referred to the resources cited previously for that type of information. Instead, it describes the capabilities of each state to report on criminal justice information and statistics in the generic areas of corrections, courts, juvenile justice, and law enforcement. This approach maximizes the comparability of data across states.

One subcomponent of the study focus is to examine the reporting capabilities of a specific agency type, the SAC. The purpose of the SAC, as outlined in the CDS guidelines, is to improve the effectiveness of policy planning, program development, and reporting by coordinating information systems, ensuring quality control in data collection, and supplying interpretive data analysis. Such an agency, or the presence of a similar coordinating agency in states without SACs, can potentially have an important impact on information system development. Therefore, this report investigates the relationship of the SAC, or similar agency, to the other agencies in the information system network, and the analytic capabilities of these agencies.

Change in Study Focus

The study focus just described was not the intended focus when the study was first conceived. The initial study plan called for an assessment of the impact of the SAC component of the CDS program and the development of models describing SAC activities, developmental

processes, and user satisfaction with SAC products. The "SAC evaluation" focus was changed partially in response to JSIA to assist BJS in fulfilling its legislated mandate. Also, during preliminary research for the study it was determined that SAC compliance with CDS varied depending on its level of development. Additional research in this area, it was thought, would not generate particularly policy useful information. In addition, during the course of the study, significant changes were occurring in the funding of the SACs. When the study was planned, most SACs were supported by Federal funding under the CDS program. However, as the study progressed, many of these grants expired and SACs either became state supported or were terminated. As the source of SAC funding changed, it was likely that the role of the SAC might also change, perhaps in a manner that was inconsistent with the role defined in the CDS guidelines. Therefore, a decision was made to change the SAC evaluation into a more prospective study that would identify a future course for Federal involvement in information system development.

STUDY PROCESS

The focus of the study is reflected in two primary research questions:

- What is the overall level of competency in state criminal justice reporting mechanisms?
- How disparate are the states in their ability to report on criminal justice information?

These research questions were examined utilizing the following process. First, the agencies that make up each state's information system network in each of the four generic areas were identified. This was a difficult, time consuming task because no single timely document exists identifying these agencies in all states. One valuable by-product of this study, therefore, is the identification of these agencies in a single resource. Volume II of this report lists these agencies on a state by state basis.

Second, a series of conceptual variables were selected that are proxies for the ability of a state to report on criminal justice information and statistics. These variables include:

- The comprehensiveness of the data available in each state
- The level of computerization of these data
- The availability of statisticians or data analysts on the staff of information system agencies to analyze these data
- The production of statistical summaries or analytical reports utilizing these data
- The level of data sharing between information system agencies in a state
- The willingness to share technological capabilities between agencies as evidenced by the level of technical assistance provision among agencies
- The absence or presence of a formal authorization to report on criminal justice information and statistics

Third, each agency that is a component of a state's information system network was surveyed. Respondents representing 302 agencies were surveyed during the course of the study.

Finally, the responses from the survey were tabulated and are reported in this document. The analysis is basically descriptive in nature. Only simple statistical devices such as percentages, means, ranges, and frequency distributions are reported and only broad generalizations are drawn across states. This approach is dictated by the intention of the study to describe the current status of state information systems. There are numerous limitations to the analysis of this study based on this intention. All limitations are discussed in depth so that misinterpretations of the findings are not made.

ORGANIZATION

The report is organized in the following manner. In Volume I, Section 2 describes the data collection methodology employed in the study. Section 3 presents a broad comparison of the reporting capabilities between states. Section 4 highlights the role of the SAC in state information systems and makes some basic distinctions between the reporting capabilities of the various SACs. Section 5 summarizes the study findings, makes some general policy recommendations, and discusses the methodological and data limitations of the study. Volume II of the report profiles the reporting capabilities on a state by state basis and lists all identified information system agencies in every state.

SECTION 2 METHODOLOGY

OVERVIEW

This section describes the data collection methodology used in the study. As mentioned in Section I, the focus of the study changed considerably from the initiation of the project in October 1979. Therefore, the discussion describes two distinct phases of data collection. The activities of the first 6 months of the project, October 1979 to April 1980, which were devoted to the accomplishment of tasks intended for the SAC evaluation, are included under the Initial Phase. The Final Phase, extending from April 1980 to April 1981, outlines the tasks involved in the collection of data from all state level agencies participating in a state's information system network.

INITIAL PHASE

According to the original design of the study, activities conducted during this phase concentrated on the identification of a comprehensive evaluation plan of SAC performance under the CDS guidelines.

The following discussion presents a chronological outline of activities conducted during the Initial Phase of the study and a review of decisions which affected the course of the study's Final Phase.

Evaluation Plan

The original study plan called for an evaluation of how well the SACs were conforming to the guidelines of the CDS program and the creation of models describing SAC activities, developments and products. Prior to conducting any evaluation, an evaluation plan must be designed. In the design of the SAC evaluation plan, many and varied sources were utilized to identify key issues to be considered

sidered in the design requirements. These sources included representatives of the state Statistical Programs Branch of NIJ, the Grant Monitor, and the president of the SAC Directors association (the Criminal Justice Statistics Association-CJSA). Literary documents were also researched, including previous studies of the SACs and the CDS Program, LEAA guidelines and requirements for SACs, and state-of-the-art materials on intergovernmental and organizational relations.

Information generated from this research was integrated into the evaluation plan. The plan included critical questions to be addressed in the evaluation, goals and objectives of the evaluation, and a description of the techniques to be used to collect data.

Site Selection and Visits

Before an evaluation of all SACs was conducted, an on-site pilot test of the plan was executed in a sample of SAC states. It was planned that site visit teams would interview SAC Directors and users of SAC products. SAC Directors would be questioned on the organization, activities, and products of their agency. SAC users would be asked to describe their relationship with the SAC. These interviews were intended to gather information to be used in the design of the actual evaluation instrument.

In an effort to provide exposure to the broadest possible range of activities, functions, problems, and issues which characterize SACs, criteria for site selection were established. SAC grant assessment reports, funding information, and additional supporting documents, were reviewed in order to describe the SACs on each criterion. These criteria included:

- Number of years in operation
- Organizational structure
- Range of activities and functions
- Placement in state bureaucracy
- Geographic and socioeconomic characteristics

Alabama, Arkansas, Iowa, New Hampshire, Oregon, South Carolina, and Virginia were identified for site visits. Although the selection is somewhat biased to southern states, it is diverse on all other criteria. In determining the site visit states, the geographic characteristic variable was considered somewhat less important than the other criteria.

Due to schedule problems, a visit with SAC representatives in Oregon could not be arranged. However, the SAC Director provided GRC with materials which documented SAC operations. Interviews were conducted during February and March 1980 with over 30 users of SAC services and representatives from each of the other 6 SACs. At each site, 2-person teams completed all interviews and collected supporting materials such as organizational charts and SAC products. Discussions with representatives centered on several aspects of SAC administration, programming, products, problems, issues, and user response. Examples of site reporting forms and summary sheets are contained in Appendix A.

Analysis of Results and Change of Focus

As proposed in the original study design, after testing the evaluation plan through site visits, the model was revised based on information gathered from these visits.

Several factors, outlined below, affected the decision to refocus the study. Each is discussed in the following sections.

Site Visit Results

An analysis of the site visit data and discussions with BJS revealed that an assessment of the SAC Program according to its development along CDS guidelines was of minimal value. It was determined that such a study would only confirm the opinion that compliance with CDS guidelines varied from state to state depending on the level of sophistication of SAC development. Additionally, it was revealed that there were little data to support the contention that a SAC's

developmental processes were subject to modeling. Rather, these processes were highly influenced by environmental factors in the state such as political, financial, and social conditions. Judgements concerning the quality of a SAC's performance and products were dependent on the state's level of development and future capabilities.

Rather than focusing primarily on the role of the SAC within the CDS Program, GRC proposed to focus the Final Phase of the study on providing BJS with the most current and comprehensive information available on the ability of states to report on criminal justice information. These data would be used by BJS in formulating policy decisions relative to their role in the coordination of national criminal justice statistics. Thus, the study would entail a prospective assessment of state information systems, rather than an evaluation of SAC capabilities.

In the process of formulating recommendations for the conduct of the remainder of the study, GRC realized that recently passed legislation which restructured LEAA and created BJS would also impact the SAC program and the focus of the study. Changes resulting from the legislation are described below.

Creation of BJS and Changes Within SACs

The Justice System Improvement Act (P.L. 96-157) passed in December 1979, not only called for the restructuring of LEAA, but created a new office (BJS) to manage criminal justice statistics. The mandates of this legislation required BJS to provide for and encourage the collection and analysis of statistical criminal justice data and to support the development of information and statistical systems at the Federal, state, and local level. Generally, BJS was required to devise processes for the nationwide collection of crime data and for the generation of statistics for comparisons. Specifically, the Act required BJS to maintain liaison with state and local governments in matters relating to justice statistics, and to provide financial and technical assistance to these governments relating to the collection, analysis, and dissemination of justice statistics.

Significant changes in the funding status of certain agencies and programs were also perceived to have possible direct effects on the future of state information programs. Examples of such changes are:

- Reductions in grant funds to Criminal Justice Councils (CJCs) which could affect the funding of SACs located within those agencies.
- Reductions in funds available for state development of automated criminal justice information systems.
- Changes in the funding status of SACs from total dependence on Federal dollars to a gradual reliance on state funding.
- Emergence of new funding alternatives for BJS, e.g., cooperative agreements with states.

All of these changes suggested implications for approaches to the relationship between BJS and the states. To be able to make informed decisions about its role in the coordination of statistical reporting and policy making, BJS required information on certain variables. The plan designed for the final study incorporated these factors and attempted to provide this information.

In addition to the changes within the SACs and LEAA, one additional factor impacted the focus of the study. The director of CJSA had been asked by BJS to conduct a study of the SACs, including funding status, computer capabilities, and placement within the state bureaucratic structure. To avoid duplications of study focus, GRC agreed to share the data generated by the CJSA and place less emphasis in its own study on the SAC functions.

FINAL PHASE

In April 1980, a final study plan was submitted to NIJ which outlined a revised study approach. The revised plan focused on an examination of the capacity of state criminal justice information networks. This examination called for the identification of agencies

responsible for collecting information within the state, types and availability of data, capabilities of agencies to collect, analyze, and report data, the accessibility of data to state and Federal agencies, and the roles of the SACs within these information networks. These changes in focus are reflected in the revised study objectives:

- Assess the extent of the state criminal justice information sources available to BJS.
- Determine the proficiency of state information networks in handling criminal justice data.
- Examine the actual and potential role of the SACs within these information networks.

In order to successfully accomplish these objectives, a revised analysis plan was designed. During the creation of the plan certain considerations outlined below were incorporated into the design requirements.

Design Requirements and Identifiable Problems

Overcoming Concept of SAC Evaluation

An effective and efficient assessment of state criminal justice information systems required the cooperation of participating agencies within the states, including the SACs. Since the study no longer focused on an evaluation of the SACs, a critical consideration in designing the analysis was the eradication of the concept that the study posed a threat to the existence of the SACs. This notion was expressed to the project team by some SAC staff and non-SAC agencies. Any apprehension experienced by the SAC Directors was minimized, if not eliminated, by a carefully planned series of interactions with SAC Directors intended to maximize response rate:

- The GRC Project Manager attended the annual SAC Director's meeting to discuss the study both formally and informally with the Directors.

- All SAC Directors, including those participating in the initial study phase, were contacted by telephone prior to the initiation of a planned survey, to solicit their inputs on the survey and to review the names of the potential respondents selected in their states.
- The study was organized in such a way that the products were directly usable by SAC Directors in their policy planning and thereby represented an informal source of technical assistance.
- Positive relationships established with site visit states and SAC Directors were maintained throughout the entire study.

Since many SACs are located within CJCS, additional support for the newly-focused study was elicited from the directors of each state CJC. All CJCs were contacted by mail to explain the purposes and procedures of the study, even if that agency was not selected in the survey sample. A copy of this letter is contained in Appendix C. The study was also endorsed by the National Criminal Justice Association.

Apparently, the care taken by the study team in working with the SACs and CJCs was respected by the criminal justice community. A nearly unanimous response to the survey was received from the SACs and the total response rate for the study exceeded 96%.

Several other problems to be overcome in conducting the study and addressed in the study design are briefly described below.

Population Identification

Preliminary research conducted to identify a respondent population emphasized the absence of a timely directory or directories which designated state agencies responsible for certain criminal justice data. To control for the possible non-identification of

key agencies within state information networks, several steps were taken:

- Available documents were reviewed to generate initial respondent lists.
- Respondent lists were screened by staff of the State Statistical Programs Branch of BJS to eliminate dated entries and add other appropriate respondents.
- Edited respondent lists were reviewed by SAC Directors and other key individuals in states having no SACs.
- A referral system was built into the data collection instruments whereby any appropriate and unduplicative referrals were added to the respondent list.

Over-Surveyed Population

A review of related research, discussions with state agencies during the Initial Phase, and subsequent protocol contacts with state CJsCs underscored a heavy burden placed on state agencies to respond to information requests from various national study efforts. The states had complied with previous information requests and had expressed willingness to cooperate with the GRC study team. However, concern was expressed by state personnel over the possible duplication of past information requests and the lack of feedback from previous studies. The study design included mechanisms for dealing with similar reactions during the fullscale study:

- A thorough screening of respondents assured that inappropriate or duplicative respondents were eliminated and, therefore, not burdened with responding unnecessarily.
- Each appropriate respondent received a copy of the survey in advance of the actual interview, and a cover letter which explained the purpose of the study and its relevance to respondents.
- When necessary, the study staff was prepared to refer respondents to others (respondents and Federal contacts) who could satisfy their inquiries for specific assistance

- The use of a telephone interview format assured prompt and direct responses to individual concerns, and the inclusion of a mail option helped maximize respondent convenience.

The concern of the states that they receive no feedback from federally funded studies has serious implications for NIJ and BJS. The level of the request by respondents for results of this and other studies highlights this issue. In order to perform effectively with the states, the mission of BJS must be perceived by the states as credible. Direct response to state requests and a commitment to the dissemination of useful information should increase this credibility.

Reliance on Perceptual Data

One limitation of this study is that the results are based on individual perceptions. One respondent was chosen from each state information system agency. It is possible that different respondents from the same agency may have differing perceptions of the agency's capabilities. Several approaches were used in dealing with the problem:

- A thorough review of potential respondents was conducted to discern the most knowledgeable person in each agency who is familiar with all aspects of the agency's operation.
- Each participant's answers were qualified by position level and the number of years the participant had held his position.
- Any unclear or inconsistent information was edited through follow-up telephone conversations with respondents. Within the period of time permitted for this activity, only the most outstanding inconsistencies could be resolved. Further clarification of inconsistencies should be conducted.

Tasks and Activities

Tasks undertaken in the Final Phase of the study consumed 12 months of the project (April 1980-April 1981). To accomplish the Final Phase objectives, the collection of data from various state agencies participating in the reporting of statistics was required. Three months of the Final Phase were devoted to actual data collection.

The following discussion presents the rationale for the survey format utilized and the activities of the survey implementation. Tasks and activities performed during the entire 12-month period of the Final Phase are discussed under the following headings:

- Respondent Identification
- Instrument Design
- Administrative Procedures and Instrument Pretest
- Data Collection Procedures

Respondent Identification

The collection of accurate data is dependent on the identification of knowledgeable and appropriate respondents. To assure such a selection, a thorough and exhaustive search of available materials was conducted and serious deficiencies discovered. These deficiencies were corrected by the procedures outlined in the Design Requirements and Identifiable Problems section already presented.

In summary, a preliminary pool of potential respondents was gradually refined through successive stages of editing. This final pool of respondents represented the most informed contacts within state agencies concerned with the reporting of criminal justice data. In all states with a SAC, a SAC representative was identified. An average of 6 respondents per state (and the District of Columbia) comprised the final list of survey participants. Any additional referrals recommended during the course of the study were also reviewed for inclusion and, in many cases, interviewed.

Instrument Design

A literature review was used in this phase to identify practical information and criteria for the development of the study instrument. Information was collected on the principal generic classifications of criminal justice data types, data availability, and data reportability.

In general, the instrument was designed to collect data on state information systems from the standpoint of both:

- The organizational relationships existing between the agencies which are contributors to and/or users of data maintained in the state.
- The functional relationships existing between agencies responsible for the collection, maintenance, statistical analysis, interpretation, and reporting of crime and criminal justice information and statistics.

The instrument was designed as a telephone survey with a mail option. This methodology was utilized because of the individuality of the various state criminal justice information systems. The telephone interview format was intended to allow the interviewer to respond to technical queries raised by the respondent and to clarify survey questions so that the instrument was responsive to the idiosyncrasies of each state's data system. A telephone format was also chosen based on the potential for maximizing response rates using a telephone--as opposed to a multiphase mail survey. To further maximize response rates, respondents were offered the option of returning the survey by mail if they found that less burdensome.

The questionnaire consisted of two components:

- General questions applicable to all agencies.
- Four specialized sections or "modules" relevant to particular agencies which deal with criminal justice data in the areas of corrections, courts, juvenile justice, and

law enforcement. Within these areas, data were also collected on subclassifications such as offender, parole, probation, and prosecutor.

Although the questionnaire coverage was comprehensive and appeared to be quite lengthy, both components were designed with skip patterns so that an individual would only respond to relevant questions. Each agency participating in the survey was asked to describe its participation in its state's criminal justice information network with reference to its use of the four classifications of data.

A sample of the survey instrument as well as the BJS and GRC cover letters are contained in Appendix B.

Administrative Procedures and Instrument Pretest

The careful coordination of survey activities and procedures is an integral component of the efficient management of any large-scale data collection effort.

Several techniques were designed as part of the management plan of this study which were intended to provide for quality control and to track the mailing and receipt of instruments for each state:

- A 2-day training session for interviewers was conducted to provide them with a description of the study objectives, methodology, administrative procedures, and technical issues relevant to state and national criminal justice information and statistical systems. Interviewers participated in "mock" interviews to familiarize themselves with the survey format and working.
- Various management logs were utilized to assure the control of questionnaires from mailing to analysis. Examples of the control logs are contained in Appendix D.
- Questionnaires were edited on a daily basis to assure the accurate recording of information. Any inconsistent

or unclear mail responses were placed in a file to be followed up.

- During the week of 15 October 1980, a questionnaire package was mailed to a pretest sample of 9 respondents. The purpose of the pretest was to evaluate the administrative procedures and the instrument on a pilot basis. Any required changes would be completed before the initiation of the full-scale study. Only 9 respondents were contacted to assure compliance with OMB regulations on clearance of the study instrument. Respondents were sampled from a cross-section of agencies, states, and regions of the country. The pretest resulted in minor changes in the wording of some questions and in interviewer probe instructions. Data gathered from pretest respondents were analyzed with results from the full-scale study.

Data Collection Procedures

After the clearance of the instrument by OMB, the full-scale data collection was implemented. The primary data collection process was conducted between November 1980 and January 1981, inclusive. Some survey results were received outside of this time frame, but were analyzed in time for inclusion in this report.

Prior to the distribution of questionnaire materials, protocol letters were mailed to the CJC Director in each state informing him of the purpose of the study. In addition, each Director received a list of potential respondents for his state.

By design, the surveys were mailed in two batches. The purpose of this staggered mailing was to allow sufficient time for the receipt of the survey and the prompt follow up with calls to each respondent. On 10 November 1980, 133 questionnaire packages were mailed. Recipients of the first mailing consisted of all the SAC Directors, a key person (usually a CJC Director) in states with no SAC, and all persons who

had been initially reviewed for inclusion in the study by the SAC Directors as explained in the Population Identification section. On 24 November 1980, the final 210 questionnaire packages were mailed. Including the 9 pretest instruments, a total of 352 surveys were initially mailed.

Questionnaire packages consisted of a preaddressed and posted questionnaire booklet, an instruction sheet for those choosing to respond by mail, an endorsement letter from BJS, and a cover letter from GRC explaining the study.

Beginning 2 weeks after questionnaires were mailed, respondents were contacted by telephone to arrange a convenient time for a telephone interview or to confirm that the respondent had chosen the mail option. To certify a maximum response rate, any outstanding interviews were followed-up by telephone at two to three week intervals. Appropriate referrals recommended by original respondents were added during the survey process and contacted to schedule a telephone interview appointment. These referral respondents were not offered the mail option because of time limitations.

Quality control procedures described under Administrative Procedures and Instrument Pretest were maintained on a daily basis.

Response Rate

Original estimates of the survey response were greatly exceeded. One hundred fifty seven participants responded by mail. An additional 133 persons chose the telephone response option. Only 11 persons refused to participate in the study, most citing lack of time or staff to respond. One additional questionnaire was mailed but never received. As the size of the initial mailing indicates, there was some duplication of respondent agencies and questionnaires were sent to some other agencies that did not use or maintain criminal justice information and statistics. Controlling for inappropriate and duplicative respondents, a total response rate of over 96% was achieved. Several factors account for this:

- Well-planned and executed procedures for securing the cooperation of SACs and CJsCs in the study.
- Mechanisms designed to establish rapport with study participants.
- Endorsement of the study by the national organization of SAC Directors, CJSA and the National Criminal Justice Association.

Finally, the perceived relevance of the study to states cannot be dismissed as an insignificant factor. Requests for copies of the study were overwhelming. Respondents expressed serious interest in knowing "how they compared" with other states. Response to requests for assistance from participants were answered by the project staff by referring callers to a state or agency who could best address their problems. Informal technical assistance was, thereby, provided through the channeling of respondents to appropriate contacts. Overall, respondents expressed the need to receive assistance in solving specific problems. Dissemination of the study results was perceived by respondents as a mechanism for them to become aware of similar problems experienced by other states and possible solutions.

SECTION 3
INTERSTATE FINDINGS

OVERVIEW

State criminal justice information systems are currently at varying levels of development. Therefore, the ability of agencies within a state to report on criminal justice information and statistics differs sharply between states. As mentioned previously, a primary determinant of these interstate disparities in reporting capabilities is the decentralized justice tradition in this country.

Despite overall differences in system maturation, many common problems are faced by state information system agencies. One source of these common problems is the existing fiscal environment which has seriously cut back the funding available for further system development. Another is a regional approach to criminal justice statistics that disrupts cooperative system development on a statewide basis.

This section has two broad components. First, it will discuss some of the common problems faced by states in the continued development of their information systems. Second, it will describe the extent of the interstate disparities in reporting capabilities.

COMMON PROBLEMS

Many common problems inhibit information system development in the states. These problems fall primarily into three areas: fiscal issues, political issues, and technological issues.

Fiscal Issues

Perhaps the paramount impediment to information system development is the current fiscal climate. The Federal government is cutting back spending in the justice area as part of its effort to balance its budget. The belt-tightening is also felt on the state and local levels where the competition between various types of programs and services for inflated dollars is keener than ever before.

The current fiscal environment has probably affected the information systems in nearly every state in some way. In many states the impact has been felt in agency staffing. Numerous state agencies reported losing highly qualified staff to somewhat more stable fiscal environments in other public agencies or in the private sector. Further, funding shortages have resulted in many of these positions going unfilled, leaving agencies with a reduction in staff but no comparable reduction in workload. Finally, a number of agencies indicated difficulty in hiring competent staff to fill high technology positions, such as computer programmers, because of funding limitations. Commenting on this condition, a respondent from Connecticut said that his state could no longer compete with the private sector in hiring qualified computer support staff.

Other states reported that fiscal pressures have forced them to put off purchasing new hardware and designing new software programs to increase the capacity and efficiency of their information systems. A respondent in the District of Columbia, for example, indicated that his agency's computer access will remain inadequate until the funding is found to modernize the hardware and increase the core of its system.

The impact of the current fiscal environment has affected some agencies and states more seriously than others. In Louisiana, for example, respondent agencies reported that budget constraints have resulted in discontinuing some operational information systems, preventing the computerization of existing data sources, and postponing the purchase of modern computer facilities. In Nevada, funding cutbacks have caused programs and data holdings to be reduced drastically. OBTS and CCH systems, OBSCIS, fingerprint records, and the central data repository have been terminated or jeopardized.

The fiscal pressures have also been felt within states at the agency level. One example is the decrease in the number of SACs from a peak of 42 in 1979 to 36 in 1980. (The trend in the number of SACs is graphically depicted in Figure 4.1 of Section 4.) This decrease is at least in part attributable to budgetary constraints.

Political Issues

An important determinant of general program and policy development in a state, according to Elazar, is the political culture of the state.¹ Numerous scholars have discussed Elazar's theories in relation to different policy areas. Berke, for example, showed that states introducing school funding reform programs that raised the intrastate equality of educational revenues, generally had similar political cultures.²

Political culture has influenced information system growth and also is a source of some common developmental problems in the states. One particular cultural orientation that has undermined the quality of reporting systems in states is local control. In these states, justice statistics tend to be maintained principally on the local level. As a result, there may be great disparities between localities in the availability and reliability of data. Even if these data are reported to a state level repository, variations in local data quality and availability may undermine the reliability of the aggregated data and result in misreporting. In Arizona, for example, the agency responsible for managing juvenile justice data indicated that coordination and reporting of this information is difficult as a result of the state's orientation towards decentralization. The respondent noted that data are not comparable across counties. She contended that the quality of data reported by rural counties is especially poor.

The juvenile justice information network in Oregon is another example where a tradition of decentralization has impacted on reporting capabilities. Juvenile justice data are controlled at the local level by 36 county juvenile departments. Recognizing the limitations of such a structure, a state commission was authorized in 1979 to develop a statewide juvenile services information system. After completing a feasibility study, the Commission recommended that an information

¹Daniel J. Elazar, American Federalism: A View From The States, New York: Thomas Y. Crowell Company, 1972.

²Joel S. Berke, Answers to Inequity: An Analysis of the New School Finance, Berkeley, California: McCutchan Publishing Corporation, 1974.

system that is state-controlled, but county based, be developed since such a structure is consistent with the long standing decentralized tradition.

A related problem, exemplified by Arizona, is that a decentralized political culture may lead to regional rather than comprehensive state-wide information systems. Arizona is divided into two regions. Each operates its own jail management system, probation system, and courts/prosecutor/defender system.

A second common problem that can be considered political in nature is the lack of cooperation between information system agencies in some states. A respondent from Florida, for example, believes that information system development in the state has been undermined by the territorial attitude of some agencies toward their data. A respondent agency in Utah similarly contended that the orientation of state and local agencies is toward single agency needs and not state-wide concerns. In North Dakota, one agency reported that greater continuity between agencies that maintain corrections, courts, law enforcement, probation, and parole data is needed.

Technological Issues

A problem common to some states is that the level of technology available is not adequate to maximize the potential impact of a state-level information system network. One important technological component in information system development is adequate computer facilities. In some states, such as Wyoming, Indiana, Nevada, and Vermont, for example, the accessibility of computers to justice agencies is comparatively low. Even in states with good computer access, there are additional technological issues that affect information system capabilities. For example, agencies in numerous states reported that the operational uses of their computer systems limit the systems' availability for statistical and analytical purposes. Another problem shared by many states with good computer accessibility is the lack of interface between computers. The incompatibility between the computer

systems within a state interferes with the timely interagency exchange of data.

Agencies that do not have their own systems but must access the computer facilities of another agency have various problems that inhibit their reporting capabilities. A common problem is difficulty in obtaining adequate computer time. A second problem, reported by one respondent agency from Connecticut that uses the facilities of a non-criminal justice agency, is that the facility is not geared to meeting criminal justice needs. An agency in Delaware that utilizes a centralized state computer facility reported a third representative problem. This agency contended that programmers are not knowledgeable about the idiosyncratic needs of the agency, or other user agencies.

FINDINGS ON DISPARITIES IN REPORTING CAPABILITIES

Interstate disparities in reporting capabilities are widely acknowledged. However, the extent of these disparities has not been documented. This section describes the variance in state reporting capabilities on a number of variables. First, the variables used to compare the capabilities of information systems between states are explained. Second, the techniques utilized to analyze the data are discussed. Third, interstate findings are reported. The statistics that are presented in this latter segment are purely descriptive. Only broad generalizations are made about the states using simple measures such as frequency distributions. This is consistent with the descriptive framework of the study and is quite appropriate given the research objectives. This framework must be kept in mind when evaluating the findings and great care must be taken so as not to misinterpret the discussion that follows.

Variable Specification Methodology

The first step in describing the extent of interstate disparities is to identify characteristics that are representative of a state's ability to report on information and statistics. The characteristics chosen fall into four broad categories.

- Data availability
- Capabilities to use and process data
- Interactions between information agencies
- Authorization for statistical reporting

The variables that represent each characteristic are listed in Table 3.1 and discussed below. There are many limitations on the interpretation of these variables, and findings based on these variables must be qualified. These limitations are identified in this section and are discussed fully in Section 5.

TABLE 3.1
VARIABLES REPRESENTING LEVEL OF INFORMATION
SYSTEM DEVELOPMENT

DATA AVAILABILITY VARIABLES

- Overall Diversity of Data Types
- Availability of Statistical Data Types
- Availability of Operational Data Types

PROCESSING CAPABILITY VARIABLES

- Level of Computerization
- Availability of Statisticians or Criminal Justice Data Analysts
- Preparation of Statistical Summaries or Analytical Reports

INTERACTION VARIABLES

- Level of Interaction in Data Sharing
- Intensity of Interaction in Data Sharing
- Level of Interaction in Technical Assistance Provision

AUTHORIZATION VARIABLE

- Formal Mandate to Report on Information and Statistics
-

Data Availability

As stated earlier, the types of data that are available as part of an information system differ between states. The ability of an information system to contribute to the resolution of diverse justice problems is affected by this availability of data. Stated another way, the ability to make efficient policy decisions is assumed to be positively related to the level of data available.

The GRC project team, in close consultation with staff from NIJ and BJS, identified a series of common data types often maintained in the corrections, courts, juvenile justice, and law enforcement areas. These data types are listed in Table 3.2. From this list, three data availability variables were measured. First, the overall diversity of the data types available in a state was measured by the percentage of these data types maintained by respondent agencies, exclusive of duplication. This variable represents the most general description of the level of data availability.

As shown in Table 3.2, the data types are classified as either operational (case data used in daily agency operations) or statistical (aggregate data used in statistical summaries and analyses). This distinction is made because the availability of operational data is necessary to implement a tracking type of information system and the availability of statistical data facilitates comparisons of the effectiveness of alternative programs. Thus, two additional data availability variables are the percentage of all operational data types maintained by respondent agencies and the percentage of all statistical data types maintained by respondent agencies in each state.

It is certainly possible for an agency that maintains operational data to aggregate these data and create statistical data types on an as needed basis. The ready availability of statistical data types on file, however, may indicate the potential of an agency to perform statistical analysis.

TABLE 3.2
CRIMINAL JUSTICE DATA TYPES

CORRECTIONS DATA TYPES	
Operational Data Types	Statistical Data Types
Admissions/identification records	Admissions Records
Offender profiles - medical/diagnostic	Probation
Offender profiles - scoring/scheduling	Parole
Movement status/offender tracking	Offender records (e.g., length of stay, characteristics)
Institutional records (e.g., disciplinary incident reports)	Offender status
Parole	Management and administration - personnel
Probation	Management and administration - budget
Management and administration - personnel	
Management and administration - budget	
COURTS DATA TYPES	
Operational Data Types	Statistical Data Types
Appellate	Appellate
Criminal:	Criminal:
- case history	- defendant
- calendaring/scheduling	- transaction data
- notification	- pleas and dispositions
- assignment	- sentencing data
- defendant identification	- release data
- charges/disposition	- post-conviction data
- sentencing	
- continuances	Civil
- detainers/warrants	Management and administration - personnel
Civil	Management and administration - budget
Management and administration - personnel	Prosecutor
Management and administration - budget	
Prosecutor	

TABLE 3.2 (Cont.)
CRIMINAL JUSTICE DATA TYPES

JUVENILE JUSTICE DATA TYPES	
Operational Data Types	Statistical Data Types
Apprehension	Apprehension
Adjudication	Adjudication
After care	After care
Contact Reports	Family history
Referral reports	Criminal history (juvenile)
Family history	Detention records
Criminal history (juvenile)	Institutional records
Diagnosis and classification	
LAW ENFORCEMENT DATA TYPES	
Operational Data Types	Statistical Data Types
Offense reports	Crime incidence (UCR)
Arrest reports (contact reports)	Crime incidence (non-UCR)
Identification/fingerprint reports	Arrests/clearances
Criminal history reports	Offender profiles
Want/warrants	Victim characteristics
Offender/case tracking	Management and administration - personnel
Management and administration - personnel	Management and administration - budget
	Dispositions
	OBTS

One limitation of the data availability variables is that there is no control for the quality of data available. Two states with equally extensive data holdings may differ quite strongly on the quality of these data. Therefore, these variables should not be interpreted as anything more than a literal description of the diversity of data types available in a state.

A second limitation is that the overall level of data availability may be somewhat misrepresented in states with information agencies that did not respond to the survey. This problem is greatly minimized because of the high response rate and since only one state had more than one outstanding agency. A related problem is that a few agencies indicated "don't know" or inadvertently did not respond to the list of data types maintained.

Capabilities To Use and Process Data

The availability of diverse data types is a necessary condition for evaluating program alternatives and making policy decisions. It is not, however, sufficient to merely have the data on file if state agencies do not have the capabilities to effectively use and process these data. It is these capabilities, in combination with the availability of data, that allow a state to evaluate the impact of a particular program on a criminal justice problem, compare the effectiveness of alternative programs, and better manage its justice system.

The capabilities of state agencies to use and process data are assumed to be affected by the:

- Level of computerization
- Availability of statisticians or criminal justice data analysts on staff
- Preparation of statistical summaries or analytical reports by the agency

A high level of computerization is an important processing capability variable because it increases the sophistication and speed with which an agency can analyze program impacts. Computerization also facilitates the effective tracking of an offender through the various

transactions of the justice system. The level of computerization in a state is assessed by this study in two ways. First, it is measured by the percentage of respondent agencies in a state that have their own computers or access to the systems of another agency. Second, it is measured by the percentage of data maintaining agencies in a state that store their data in a computerized, rather than a manual, format. If an agency maintains both computerized and manual files, it is classified as maintaining computerized data.

The availability of statisticians or criminal justice data analysts on staff impacts on an agency's processing capabilities because it is a proxy for the competency of the agency to perform rigorous statistical analysis and program evaluation. The percentage of respondent agencies that have statisticians/analysts in house, therefore, is a second indication of a state's capability to use and process data.

The production of statistical summaries or analytical reports is selected as a processing capability variable because it is direct evidence of a commitment to justice reporting. The percentage of respondent agencies in a state preparing statistical summaries or analytical reports is, therefore, a final indicator of the states capability to use and process data.

Once again, a severe limitation on these variables is a lack of control for the quality of the variable. For example, access to a computer alone is not indicative of the level of development of an information system. This is because the capabilities of two computer systems might differ sharply. Likewise the experience and training of statisticians and analysts may differ as may the quality of the reports produced by an agency. In deference to the limitation, these variables are not converted into comparative state rankings as the other variables are. Only their percentage values are reported. The reader is cautioned to interpret these variables in a literal, descriptive manner.

Interaction Variables

The level of interaction between agencies in the information system network is a third category for comparing differences in state

information systems and reporting capabilities. This characteristic is important for two reasons. First, it is used as a proxy for a state's ability to overcome a regional data collection orientation and the territorial attitude of individual agencies, and replace them with a commitment to statewide information generation. Second, it assesses the level of cooperation between agencies. Today's complex criminal justice problems cannot be easily resolved without such cooperation between agencies.

Three interaction variables are compared between states. The level of interaction in data sharing is measured by the percentage of respondent agencies that share corrections, courts, juvenile justice, or law enforcement data with other agencies.

It is important to examine not only the number of agencies sharing data, but the intensity of data sharing since each agency can pass data to more than one additional agency. To illustrate this point, assume that two states each have four agencies in their information system network. In both states, every agency shares data with at least one other agency. As illustrated in Figure 3.1, in State A, each agency shares data with only one other agency. In State B, each agency shares data with all three remaining agencies. Clearly, the interagency interaction is not the same in these two states. The intensity of interaction in data sharing is measured by the number of data exchanges in a state divided by the maximum possible number of data exchanges. Although this proportion itself is of little interpretive value, the comparison of this proportion between states is descriptive of the relative interaction of information agencies.

A final interaction variable is the percentage of respondent agencies that provide a technical assistance service to another agency. These services include:

- Technical assistance in data collection
- Technical assistance in data processing
- Technical assistance in data access
- Technical assistance in data analysis

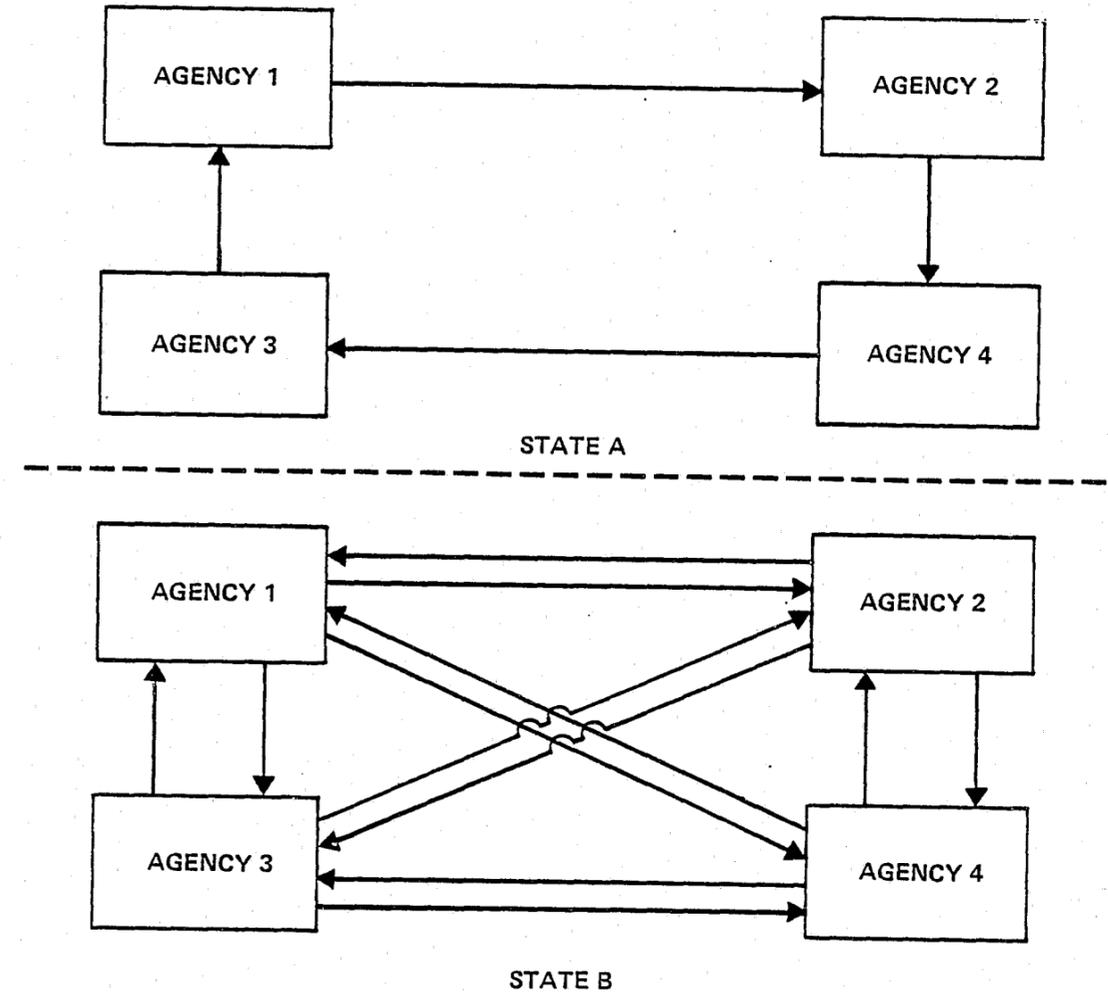


Figure 3.1. Hypothetical Illustration of the Intensity of Interagency Interaction.

In addition to representing the level of cooperation between agencies, this variable is significant because a high level of interaction in the sharing of technical assistance may raise the overall technical capabilities of the criminal justice information system.

Authorization Variable

The final variable utilized is the percentage of respondent agencies in the state that are formally authorized to manage, analyze, or report on criminal justice information and statistics. If this responsibility is formally delegated through such sources as legislation, executive order, or state constitution in a high percentage of agencies within a state, it may indicate that the state is heavily committed to statistical reporting.

Analysis Plan

The intention of the study is to describe the information systems in each state. Data were collected to fulfill this objective and, therefore, must be presented in a descriptive manner. The subsequent section reports the overall level of development of each information system based on the variables specified above. This section discusses the reporting methodology utilized.

Simple measures of the distribution (frequency distribution), central tendency (mean), and dispersion (range) are presented. In addition, a model for ranking each state's comparative reporting capability on each variable is created. A frequency distribution with three intervals is the basis for the ranking. The minimum and maximum values in the distribution are used to determine the endpoints of the first and third interval. From these starting points, three intervals of equal width are calculated. States in the bottom interval are considered to rank low on a variable in comparison to other states. States in the middle interval are considered of moderate rank on a variable in comparison to other states. States in the top interval are considered to rank high on a particular variable in comparison to other states.

These rankings must be interpreted very carefully. The rankings do not measure the level of information system development on a particular variable in a state. What they describe is the relative level of development on a variable compared to other states. For example, assume a state is ranked in the high category in its level of computerization. Properly interpreted, this state has a higher level of computerization relative to many other states.

Since equal width categories were established using the extreme values as endpoints, it is possible that on some variables a large percentage of states will cluster into one interval. The methodology was intentionally designed to allow this to happen. Alternatively, intervals of varying width could have been established so that an equal number of states fell into each category. This approach would have established a rather artificial means for comparing the rankings of the states since it forces one-third of the states to rank comparatively high, moderate, and low on each variable. It is logical, however, that on some variables, more than a third of the states are similar in their relative level of capability. The methodology selected allows this clustering to occur and, therefore, displays a more realistic description of the relative capabilities of the states on each variable.

As a summary device, following the variable-by-variable discussion, a table is presented displaying the relative ranking on each variable for every state. This visual device is included to convey summary information to the reader. The descriptive framework of the study does not allow the computation of an overall level of development. This ranking would be misleading.

All interpretations of the analysis must be tempered by an awareness that all the data collected are perceptual. Since the survey methodology sought to identify the single individual most knowledgeable about the agency's role in each state's information system, these views are likely representative of the general capabilities of the agency and the state. However, as perceptions, they must be viewed as estimates of an agency's or state's actual capabilities.

Findings

Data Availability

The overall availability of criminal justice data varies widely between states. As seen in Table 3.3, the percentage of selected data types maintained in the states varies from 35% in Tennessee to 96% in Maine. The mean for data availability is 71%. Table 3.3 also describes the comparative levels of data availability by state. Forty-five percent of the states are categorized as having a high level of data availability compared to the other states. Thirty-three percent are classified as moderate, and 22% are grouped in the low category relative to other states. This disparity in data availability is important because a state's ability to efficiently administer its justice system is facilitated by the accessibility of diverse data types.

A determinant of a state's capacity for problem identification and program evaluation is assumed to be the availability of statistical data types. As defined earlier, these are aggregate data used in statistical analyses. The availability of statistical data types also differs between states. The range of the distribution for the percentage of statistical data available is 53%. The extreme values, taken from Table 3.4, are 38% statistical data type availability in Kentucky and 100% statistical data type availability in Maine. The distribution of comparative statistical data availability is somewhat more even across the ranking categories than for comparative overall data availability. The primary source of this difference is a drop in the percentage of states ranking in the high category from 45% for comparative overall data availability to 37% for comparative statistical data availability. Thirty-nine percent of the states rank in the moderate category in comparison to other states, and 24% rank in the low category relative to the rest of the distribution.

Operational data are somewhat less available on the average than statistical data. The mean for the percentage of operational data types available across states is 67%. The comparable percentage for statistical data is 75%. One possible explanation for this difference is that some operational data may be maintained solely on the local level and not passed on to the state level.

TABLE 3.3
AVAILABILITY OF SELECTED DATA TYPES BY STATE

States	% of Selected Data Types Available	Comparative Availability of Selected Data Types
Alabama	71%	Moderate
Alaska	79%	High
Arizona	51%	Low
Arkansas	53%	Low
California	85%	High
Colorado	92%	High
Connecticut	93%	High
Delaware	72%	Moderate
District of Columbia	94%	High
Florida	71%	Moderate
Georgia	85%	High
Hawaii	81%	High
Idaho	54%	Low
Illinois	85%	High
Indiana	49%	Low
Iowa	72%	Moderate
Kansas	92%	High
Kentucky	57%	Moderate
Louisiana	57%	Moderate
Maine	96%	High
Maryland	75%	Moderate
Massachusetts	81%	High
Michigan	71%	Moderate
Minnesota	61%	Moderate
Mississippi	49%	Low
Missouri	85%	High
Montana	51%	Low
Nebraska	83%	High
Nevada	58%	Moderate

TABLE 3.3 (Cont.)
AVAILABILITY OF SELECTED DATA TYPES BY STATE

States	% of Selected Data Types Available	Comparative Availability of Selected Data Types
New Hampshire	75%	Moderate
New Jersey	79%	High
New Mexico	68%	Moderate
New York	83%	High
North Carolina	50%	Low
North Dakota	61%	Moderate
Ohio	78%	High
Oklahoma	79%	High
Oregon	46%	Low
Pennsylvania	90%	High
Rhode Island	79%	High
South Carolina	83%	High
South Dakota	43%	Low
Tennessee	35%	Low
Texas	78%	High
Utah	81%	High
Vermont	76%	Moderate
Virginia	60%	Moderate
Washington	69%	Moderate
West Virginia	54%	Low
Wisconsin	78%	High
Wyoming	68%	Moderate

Mean - 71%

Range - 61%

TABLE 3.4
AVAILABILITY OF SELECTED STATISTICAL DATA TYPES BY STATE

States	% of Selected Statistical Data Types Available	Comparative Availability of Selected Statistical Data Types
Alabama	76%	Moderate
Alaska	91%	High
Arizona	68%	Moderate
Arkansas	77%	Moderate
California	91%	High
Colorado	94%	High
Connecticut	97%	High
Delaware	85%	High
District of Columbia	94%	High
Florida	74%	Moderate
Georgia	91%	High
Hawaii	85%	High
Idaho	47%	Low
Illinois	91%	High
Indiana	53%	Low
Iowa	77%	Moderate
Kansas	91%	High
Kentucky	38%	Low
Louisiana	59%	Low
Maine	100%	High
Maryland	79%	Moderate
Massachusetts	82%	Moderate
Michigan	85%	High
Minnesota	62%	Low
Mississippi	53%	Low
Missouri	79%	Moderate
Montana	65%	Moderate
Nebraska	71%	Moderate
Nevada	68%	Moderate

TABLE 3.4 (Cont.)
AVAILABILITY OF SELECTED STATISTICAL DATA TYPES BY STATE

States	% of Selected Statistical Data Types Available	Comparative Availability of Selected Statistical Data Types
New Hampshire	65%	Moderate
New Jersey	82%	Moderate
New Mexico	85%	High
New York	94%	High
North Carolina	53%	Low
North Dakota	77%	Moderate
Ohio	94%	High
Oklahoma	85%	High
Oregon	50%	Low
Pennsylvania	94%	High
Rhode Island	77%	Moderate
South Carolina	88%	High
South Dakota	50%	Low
Tennessee	47%	Low
Texas	91%	High
Utah	82%	Moderate
Vermont	82%	Moderate
Virginia	65%	Moderate
Washington	53%	Low
West Virginia	47%	Low
Wisconsin	67%	Moderate
Wyoming	77%	Moderate

Mean - 75%

Range - 53%

The distribution of comparative operational data availability, as shown in Table 3.5, bunches somewhat more in the high category than for statistical data availability. Forty-five percent of the states fall into this category. Thirty-five percent rank moderate in comparison to the other states, and 20% rank low in comparison to the rest of the distribution. The extremes vary from 24% data type availability in Tennessee to 95% in the District of Columbia and Nebraska.

The preceding discussion summarizes the average level of data availability, within states, for all data, all statistical data, and all operational data. The availability of data within states might also differ by generic category, however. For example, in Alabama, data holdings on corrections and law enforcement are extensive. One hundred percent of the corrections data types and 94% of the law enforcement data types surveyed in the study are available. The availability of courts and juvenile justice data is significantly lower. The percentages are only 44% and 60% respectively. Similarly, in Iowa, data availability varies sharply across generic areas. The percentages for corrections, courts, juvenile justice, and law enforcement data availability are 88%, 100%, 33%, and 50%. The disparities in data availability across generic categories are displayed, for all states, in Table 3.6. Table 3.7 shows these disparities separately for statistical and operational data.

Capabilities to Use and Process Data

As Tables 3.8 through 3.12 display, states are variously capable of using and processing criminal justice data. One component of this capability is the level of computerization of an information system. Table 3.8 shows the percentage of criminal justice information agencies, by state, that have access to computer facilities, and the comparative accessibility of computers between states. The percentages of respondent agencies that have their own computer systems or access to the systems of another agency range from 25% in Wyoming to 100% in Arkansas, California, Colorado, Florida, Maine, Maryland, Minnesota, Missouri, Montana, Nebraska, New Mexico, New York, North Carolina, Ohio, Oklahoma, South Carolina, Virginia, and Washington. Wyoming lags considerably behind

TABLE 3.5

AVAILABILITY OF SELECTED OPERATIONAL DATA TYPES BY STATE

States	% of Selected Operational Data Types Available	Comparative Availability of Selected Operational Data Types
Alabama	66%	Moderate
Alaska	68%	Moderate
Arizona	37%	Low
Arkansas	32%	Low
California	79%	High
Colorado	89%	High
Connecticut	89%	High
Delaware	61%	Moderate
District of Columbia	95%	High
Florida	68%	Moderate
Georgia	79%	High
Hawaii	76%	High
Idaho	61%	Moderate
Illinois	79%	High
Indiana	45%	Low
Iowa	68%	Moderate
Kansas	92%	High
Kentucky	74%	High
Louisiana	55%	Moderate
Maine	92%	High
Maryland	71%	Moderate
Massachusetts	79%	High
Michigan	58%	Moderate
Minnesota	61%	Moderate
Mississippi	45%	Low
Missouri	89%	High
Montana	40%	Low
Nebraska	95%	High
Nevada	50%	Moderate

TABLE 3.5 (Cont.)

AVAILABILITY OF SELECTED OPERATIONAL DATA TYPES BY STATE

States	% of Selected Operational Data Types Available	Comparative Availability of Selected Operational Data Types
New Hampshire	84%	High
New Jersey	76%	High
New Mexico	53%	Moderate
New York	74%	High
North Carolina	47%	Low
North Dakota	47%	Low
Ohio	63%	Moderate
Oklahoma	74%	High
Oregon	42%	Low
Pennsylvania	87%	High
Rhode Island	82%	High
South Carolina	79%	High
South Dakota	37%	Low
Tennessee	24%	Low
Texas	66%	Moderate
Utah	79%	High
Vermont	71%	Moderate
Virginia	55%	Moderate
Washington	84%	High
West Virginia	61%	Moderate
Wisconsin	87%	High
Wyoming	61%	Moderate

Mean - 67%

Range - 71%

TABLE 3.6
AVAILABILITY OF SELECTED DATA TYPES
BY STATE AND GENERIC AREA

State	% of Selected Corrections Data Types Available	% of Selected Courts Data Types Available	% of Selected Juvenile Justice Data Types Available	% of Selected Law Enforcement Data Types Available
Alabama	100%	44%	57%	94%
Alaska	100%	52%	33%	94%
Arizona	94%	36%	43%	25%
Arkansas	100%	40%	38%	38%
California	94%	76%	71%	75%
Colorado	100%	88%	90%	81%
Connecticut	100%	92%	90%	88%
Delaware	50%	80%	86%	88%
District of Columbia	94%	92%	95%	94%
Florida	100%	64%	71%	56%
Georgia	100%	80%	76%	75%
Hawaii	100%	76%	67%	69%
Idaho	100%	16%	24%	56%
Illinois	100%	80%	76%	63%
Indiana	94%	16%	24%	38%
Iowa	88%	100%	90%	50%
Kansas	100%	80%	81%	100%
Kentucky	75%	60%	48%	25%
Louisiana	100%	32%	48%	44%
Maine	100%	96%	67%	94%
Maryland	88%	64%	67%	63%
Massachusetts	88%	100%	62%	38%
Michigan	100%	48%	67%	56%
Minnesota	75%	56%	29%	75%
Mississippi	100%	16%	48%	31%
Missouri	100%	88%	57%	69%
Montana	63%	46%	52%	38%

TABLE 3.6 (Cont.)
AVAILABILITY OF SELECTED DATA TYPES
BY STATE AND GENERIC AREA

State	% of Selected Corrections Data Types Available	% of Selected Courts Data Types Available	% of Selected Juvenile Justice Data Types Available	% of Selected Law Enforcement Data Types Available
Nebraska	100%	76%	71%	63%
Nevada	63%	60%	67%	19%
New Hampshire	75%	84%	52%	63%
New Jersey	100%	60%	62%	81%
New Mexico	100%	36%	62%	69%
New York	88%	64%	67%	100%
North Carolina	100%	0%	48%	63%
North Dakota	100%	56%	33%	44%
Ohio	100%	64%	71%	56%
Oklahoma	100%	56%	71%	75%
Oregon	63%	8%	62%	50%
Pennsylvania	100%	80%	71%	88%
Rhode Island	81%	72%	71%	69%
South Carolina	94%	60%	71%	94%
South Dakota	100%	20%	0%	63%
Tennessee	88%	24%	24%	0%
Texas	100%	44%	71%	88%
Utah	100%	72%	67%	63%
Vermont	81%	68%	71%	63%
Virginia	69%	36%	57%	69%
Washington	100%	96%	33%	19%
West Virginia	69%	24%	48%	75%
Wisconsin	100%	72%	71%	44%
Wyoming	100%	48%	67%	44%
Mean -	92%	59%	60%	62%
Range -	37%	100%	95%	100%

TABLE 3.7
 AVAILABILITY OF SELECTED DATA TYPES
 BY STATE, GENERIC AREA, AND LEVEL OF AGGREGATION

State	% of Selected Corrections Data Types Available		% of Selected Courts Data Types Available		% of Selected Juvenile Justice Data Types Available		% of Selected Law Enforcement Data Types Available	
	S	O	S	O	S	O	S	O
	Alabama	100%	100%	45%	43%	86%	36%	89%
Alaska	100%	100%	100%	14%	71%	100%	89%	100%
Arizona	100%	89%	54%	21%	86%	36%	44%	0%
Arkansas	100%	100%	73%	14%	86%	0%	56%	14%
California	100%	89%	100%	57%	100%	100%	67%	86%
Colorado	100%	100%	91%	86%	100%	100%	89%	71%
Connecticut	100%	100%	100%	86%	100%	88%	89%	86%
Delaware	71%	33%	82%	79%	100%	36%	89%	86%
District of Columbia	100%	89%	91%	93%	100%	100%	89%	100%
Florida	100%	100%	64%	64%	86%	50%	56%	57%
Georgia	100%	100%	100%	64%	100%	75%	67%	86%
Hawaii	100%	100%	91%	64%	71%	88%	78%	57%
Idaho	100%	100%	18%	14%	43%	88%	44%	71%
Illinois	100%	100%	100%	64%	100%	100%	67%	57%
Indiana	100%	89%	36%	0%	71%	62%	22%	57%
Iowa	100%	78%	100%	100%	71%	0%	33%	71%
Kansas	100%	100%	82%	79%	86%	100%	100%	100%
Kentucky	71%	78%	45%	71%	29%	100%	11%	43%
Louisiana	100%	100%	64%	7%	29%	100%	44%	43%
Maine	100%	100%	100%	93%	100%	88%	100%	86%
Maryland	100%	78%	82%	50%	86%	100%	56%	71%
Massachusetts	100%	78%	100%	100%	86%	88%	44%	29%
Michigan	100%	100%	100%	7%	100%	88%	44%	71%
Minnesota	71%	78%	64%	50%	57%	25%	56%	100%

S - Statistical
 O - Operational

TABLE 3.7 (Cont.)
 AVAILABILITY OF SELECTED DATA TYPES
 BY STATE, GENERIC AREA, AND LEVEL OF AGGREGATION

State	% of Selected Corrections Data Types Available		% of Selected Courts Data Types Available		% of Selected Juvenile Justice Data Types Available		% of Selected Law Enforcement Data Types Available	
	S	O	S	O	S	O	S	O
	Mississippi	100%	100%	36%	0%	57%	75%	33%
Missouri	100%	100%	91%	86%	71%	88%	56%	86%
Montana	71%	56%	45%	36%	86%	62%	67%	0%
Nebraska	100%	100%	54%	93%	100%	100%	44%	86%
Nevada	86%	44%	73%	50%	100%	88%	22%	14%
New Hampshire	71%	78%	64%	100%	71%	75%	56%	71%
New Jersey	100%	100%	73%	50%	71%	100%	89%	71%
New Mexico	100%	100%	82%	0%	100%	75%	67%	71%
New York	100%	78%	82%	50%	100%	88%	100%	100%
North Carolina	100%	100%	0%	0%	71%	62%	67%	57%
North Dakota	100%	100%	64%	50%	100%	0%	56%	29%
Ohio	100%	100%	82%	50%	100%	100%	100%	0%
Oklahoma	100%	100%	91%	29%	100%	100%	56%	100%
Oregon	71%	56%	0%	14%	100%	75%	56%	43%
Pennsylvania	100%	100%	100%	64%	100%	100%	78%	100%
Rhode Island	71%	89%	73%	71%	100%	100%	67%	71%
South Carolina	100%	89%	73%	50%	100%	100%	89%	100%
South Dakota	100%	100%	45%	0%	0%	0%	56%	71%
Tennessee	86%	89%	45%	7%	71%	0%	0%	0%
Texas	100%	100%	82%	14%	100%	100%	89%	86%
Utah	100%	100%	91%	57%	86%	100%	56%	71%
Vermont	100%	67%	91%	50%	100%	100%	44%	86%
Virginia	86%	56%	27%	43%	100%	62%	67%	71%
Washington	100%	100%	100%	93%	0%	88%	0%	43%
West Virginia	29%	100%	36%	14%	57%	75%	67%	86%
Wisconsin	100%	100%	54%	86%	100%	100%	33%	57%
Wyoming	100%	100%	82%	21%	86%	100%	44%	43%
Mean -	94%	90%	71%	49%	82%	76%	60%	64%
Range -	71%	67%	100%	100%	100%	100%	100%	100%

S - Statistical
 O - Operational

TABLE 3.8
ACCESS TO COMPUTER FACILITIES BY STATE

State	% of Agencies with Access to Computers	Comparative Accessibility to Computers
Alabama	88%	High
Alaska	83%	High
Arizona	80%	High
Arkansas	100%	High
California	100%	High
Colorado	100%	High
Connecticut	71%	Moderate
Delaware	80%	High
District of Columbia	88%	High
Florida	100%	High
Georgia	87%	High
Hawaii	80%	High
Idaho	75%	Moderate
Illinois	60%	Moderate
Indiana	50%	Moderate
Iowa	67%	Moderate
Kansas	86%	High
Kentucky	80%	High
Louisiana	60%	Moderate
Maine	100%	High
Maryland	100%	High
Massachusetts	86%	High
Michigan	83%	High
Minnesota	100%	High
Mississippi	60%	Moderate
Missouri	100%	High
Montana	100%	High
Nebraska	100%	High
Nevada	50%	Moderate

TABLE 3.8 (Cont.)
ACCESS TO COMPUTER FACILITIES BY STATE

State	% of Agencies with Access to Computers	Comparative Accessibility to Computers
New Hampshire	83%	High
New Jersey	80%	High
New Mexico	100%	High
New York	100%	High
North Carolina	100%	High
North Dakota	67%	Moderate
Ohio	100%	High
Oklahoma	100%	High
Oregon	83%	High
Pennsylvania	88%	High
Rhode Island	71%	Moderate
South Carolina	100%	High
South Dakota	67%	Moderate
Tennessee	80%	High
Texas	88%	High
Utah	71%	Moderate
Vermont	50%	Moderate
Virginia	100%	High
Washington	100%	High
West Virginia	67%	Moderate
Wisconsin	100%	High
Wyoming	25%	Low

Mean - 83%

Range - 75%

the other states in the comparative use of computers since 71% of the states have computer access in over three-quarters of their respondent agencies. The mean percentage of agencies within a state that have access to computers is 83%. Further, Wyoming is the only state to rank in the low category on comparative computer access. Twenty-seven percent of the states rank in the moderate category and 71% rank high in comparison to the other states.

A second description of the level of computerization in a state is the percentage of data maintaining agencies that store information in a computerized format. These percentages are displayed by state in Table 3.9. Once again, considerable disparities exist between states. Given the current level of technology, 51% of the states rank high in this category when compared with the other states, 40% rank moderate, and 10% rank low.¹ The values of the variable fluctuate from 14% in South Dakota to 75% in Idaho. The mean of the distribution is 52%.

The percentages fluctuate within many states by generic area as shown in Tables 3.10A - 3.10D. For example, in Hawaii, 50% or more of the data maintained on corrections, courts, and law enforcement are in a computerized format. However, all of the juvenile justice data are manual. By comparison, in Pennsylvania the percentage of data maintaining agencies that store information in a computerized format varies by only 7% across generic areas.

One final interesting finding on this variable is that, on the average, the level of computerization across states is fairly constant by generic area. Fifty-six percent of the agencies maintaining courts data store these data in a computerized format. The percentages for corrections, juvenile justice, and law enforcement are all 50%.

Two additional variables that theoretically affect the capability of a state to use and process data are the percentage of information

¹The sum of the percentages exceeds 100% because of rounding.

TABLE 3.9
METHOD OF ACCESSING INFORMATION IN
AGENCIES THAT MAINTAIN DATA BY STATE

States	% of Data Maintaining Agencies that Store Data in a Computerized Format	Comparative Level of Computerization in Data Storage
Alabama	65%	High
Alaska	44%	Moderate
Arizona	47%	Moderate
Arkansas	59%	High
California	56%	High
Colorado	63%	High
Connecticut	47%	Moderate
Delaware	40%	Moderate
District of Columbia	56%	High
Florida	60%	High
Georgia	58%	High
Hawaii	50%	Moderate
Idaho	75%	High
Illinois	39%	Moderate
Indiana	57%	High
Iowa	31%	Low
Kansas	47%	Moderate
Kentucky	57%	High
Louisiana	33%	Low
Maine	47%	Moderate
Maryland	73%	High
Massachusetts	50%	Moderate
Michigan	56%	High
Minnesota	73%	High
Mississippi	50%	Moderate
Missouri	57%	High
Montana	64%	High
Nebraska	60%	High
Nevada	44%	Moderate

TABLE 3.9 (Cont.)
METHOD OF ACCESSING INFORMATION IN
AGENCIES THAT MAINTAIN DATA BY STATE

States	% of Data Maintaining Agencies that Store Data in a Computerized Format	Comparative Level of Computerization in Data Storage
New Hampshire	43%	Moderate
New Jersey	62%	High
New Mexico	46%	Moderate
New York	59%	High
North Carolina	63%	High
North Dakota	38%	Moderate
Ohio	58%	High
Oklahoma	50%	Moderate
Oregon	60%	High
Pennsylvania	65%	High
Rhode Island	39%	Moderate
South Carolina	56%	High
South Dakota	14%	Low
Tennessee	42%	Moderate
Texas	45%	Moderate
Utah	60%	High
Vermont	27%	Low
Virginia	60%	High
Washington	59%	High
West Virginia	30%	Low
Wisconsin	55%	Moderate
Wyoming	42%	Moderate

Mean - 52%

Range - 61%

TABLE 3.10A
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN CORRECTIONS DATA BY STATE

States	% of Corrections Data-Maintaining Agencies that Store These Data in a Computerized Format
Alabama	80%
Alaska	50%
Arizona	50%
Arkansas	60%
California	57%
Colorado	60%
Connecticut	33%
Delaware	40%
District of Columbia	67%
Florida	67%
Georgia	60%
Hawaii	57%
Idaho	100%
Illinois	43%
Indiana	50%
Iowa	25%
Kansas	40%
Kentucky	50%
Louisiana	25%
Maine	40%
Maryland	67%
Massachusetts	43%
Michigan	67%
Minnesota	60%
Mississippi	60%
Missouri	60%
Montana	50%
Nebraska	67%
Nevada	50%

TABLE 3.10A (Cont.)
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN CORRECTIONS DATA BY STATE

States	% of Corrections Data-Maintaining Agencies that Store These Data in a Computerized Format
New Hampshire	25%
New Jersey	60%
New Mexico	40%
New York	57%
North Carolina	50%
North Dakota	25%
Ohio	50%
Oklahoma	67%
Oregon	75%
Pennsylvania	60%
Rhode Island	33%
South Carolina	60%
South Dakota	25%
Tennessee	33%
Texas	43%
Utah	67%
Vermont	33%
Virginia	50%
Washington	50%
West Virginia	0%
Wisconsin	40%
Wyoming	33%

Mean - 50%

Range - 100%

TABLE 3.10B
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN COURTS DATA BY STATE

States	% of Courts Data-Maintaining Agencies that Store These Data in a Computerized Format
Alabama	67%
Alaska	50%
Arizona	50%
Arkansas	60%
California	57%
Colorado	75%
Connecticut	50%
Delaware	33%
District of Columbia	60%
Florida	100%
Georgia	57%
Hawaii	67%
Idaho	0%
Illinois	38%
Indiana	100%
Iowa	33%
Kansas	50%
Kentucky	100%
Louisiana	40%
Maine	50%
Maryland	75%
Massachusetts	40%
Michigan	50%
Minnesota	100%
Mississippi	50%
Missouri	50%
Montana	67%
Nebraska	33%
Nevada	50%

TABLE 3.10B (Cont.)
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN COURTS DATA BY STATE

States	% of Courts Data-Maintaining Agencies that Store These Data in a Computerized Format
New Hampshire	60%
New Jersey	100%
New Mexico	67%
New York	50%
North Carolina	100%
North Dakota	0%
Ohio	50%
Oklahoma	0%
Oregon	100%
Pennsylvania	67%
Rhode Island	50%
South Carolina	60%
South Dakota	0%
Tennessee	33%
Texas	67%
Utah	50%
Vermont	25%
Virginia	75%
Washington	75%
West Virginia	50%
Wisconsin	67%
Wyoming	33%

Mean - 56%
 Range - 100%

TABLE 3.10C
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN JUVENILE JUSTICE DATA BY STATE

States	% of Juvenile Justice Data-Maintaining Agencies that Store These Data in a Computerized Format
Alabama	50%
Alaska	25%
Arizona	43%
Arkansas	50%
California	50%
Colorado	57%
Connecticut	50%
Delaware	33%
District of Columbia	50%
Florida	33%
Georgia	67%
Hawaii	0%
Idaho	100%
Illinois	25%
Indiana	50%
Iowa	33%
Kansas	50%
Kentucky	50%
Louisiana	25%
Maine	50%
Maryland	67%
Massachusetts	67%
Michigan	50%
Minnesota	75%
Mississippi	50%
Missouri	50%
Montana	75%
Nebraska	67%
Nevada	50%

TABLE 3.10C (Cont.)
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN JUVENILE JUSTICE DATA BY STATE

States	% of Juvenile Justice Data-Maintaining Agencies that Store These Data in a Computerized Format
New Hampshire	33%
New Jersey	50%
New Mexico	0%
New York	60%
North Carolina	67%
North Dakota	50%
Ohio	67%
Oklahoma	40%
Oregon	40%
Pennsylvania	67%
Rhode Island	40%
South Carolina	60%
South Dakota	0%
Tennessee	100%
Texas	43%
Utah	50%
Vermont	29%
Virginia	60%
Washington	100%
West Virginia	50%
Wisconsin	57%
Wyoming	50%

Mean - 50%
 Range - 100%

TABLE 3.10D
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN LAW ENFORCEMENT DATA BY STATE

States	% of Law Enforcement Data-Maintaining Agencies that Store These Data in a Computerized Format
Alabama	57%
Alaska	50%
Arizona	50%
Arkansas	67%
California	50%
Colorado	67%
Connecticut	50%
Delaware	50%
District of Columbia	50%
Florida	50%
Georgia	50%
Hawaii	50%
Idaho	0%
Illinois	50%
Indiana	50%
Iowa	33%
Kansas	50%
Kentucky	50%
Louisiana	50%
Maine	50%
Maryland	100%
Massachusetts	67%
Michigan	0%
Minnesota	100%
Mississippi	33%
Missouri	67%
Montana	50%
Nebraska	60%
Nevada	0%

TABLE 3.10D (Cont.)
METHOD OF ACCESSING INFORMATION IN AGENCIES
THAT MAINTAIN LAW ENFORCEMENT DATA BY STATE

States	% of Law Enforcement Data-Maintaining Agencies that Store These Data in a Computerized Format
New Hampshire	50%
New Jersey	50%
New Mexico	100%
New York	67%
North Carolina	50%
North Dakota	50%
Ohio	67%
Oklahoma	67%
Oregon	50%
Pennsylvania	67%
Rhode Island	33%
South Carolina	33%
South Dakota	0%
Tennessee	50%
Texas	40%
Utah	100%
Vermont	0%
Virginia	50%
Washington	50%
West Virginia	0%
Wisconsin	50%
Wyoming	50%

Mean - 50%
 Range - 100%

system agencies that have statisticians or data analysts on staff and the percentage of agencies that prepare statistical summaries or analytical reports. These percentages are displayed by state in Tables 3.11 and 3.12. On both variables, variation exists between states, although it is relatively mild in the case of the preparation of reports and summaries.

The range for the percentage of agencies with statisticians/analysts is 83%. In New Hampshire, only 17% of the respondent agencies have analysts or statisticians on staff, versus 100% of the agencies in California, Idaho, Massachusetts, and Minnesota. The mean value is 66%.

On the statistical summary/analytical report variable, 28 of the states have statisticians or data analysts on staff in all respondent agencies, 43 of the states have statisticians/analysts on staff in at least 75% of the respondent agencies, and 48 of the states have statisticians/analysts on staff in at least 50% of the respondent agencies. The figure is below 50% only in Idaho (0%), Mississippi (40%), and South Dakota (0%).

Comparative rankings on these two variables are not calculated. This is because of the absence of controls for the expertise of statisticians/analysts and the quality of reports and summaries. It was felt that, because of these deficiencies, the comparative rankings would have little interpretative value.

Interagency Interactions

The intrastate network of interactions between information system agencies are quite disparate. Tables 3.13 through 3.15 display the level of interaction in data sharing, the intensity of interaction in data sharing, and the level of interaction in providing technical assistance.

TABLE 3.11
AVAILABILITY OF STATISTICIANS/CRIMINAL JUSTICE
DATA ANALYSTS BY STATE

State	% of Agencies with Statisticians or Criminal Justice Data Analysts on Staff
Alabama	25%
Alaska	83%
Arizona	80%
Arkansas	80%
California	100%
Colorado	80%
Connecticut	86%
Delaware	80%
District of Columbia	75%
Florida	80%
Georgia	63%
Hawaii	80%
Idaho	100%
Illinois	80%
Indiana	50%
Iowa	67%
Kansas	67%
Kentucky	20%
Louisiana	80%
Maine	75%
Maryland	33%
Massachusetts	100%
Michigan	60%
Minnesota	100%
Mississippi	60%
Missouri	80%
Montana	40%
Nebraska	83%
Nevada	75%

TABLE 3.11 (Cont.)
AVAILABILITY OF STATISTICIANS/CRIMINAL JUSTICE
DATA ANALYSTS BY STATE

State	% of Agencies with Statisticians or Criminal Justice Data Analysts on Staff
New Hampshire	17%
New Jersey	40%
New Mexico	60%
New York	88%
North Carolina	80%
North Dakota	50%
Ohio	60%
Oklahoma	80%
Oregon	50%
Pennsylvania	88%
Rhode Island	57%
South Carolina	86%
South Dakota	50%
Tennessee	60%
Texas	63%
Utah	43%
Vermont	50%
Virginia	67%
Washington	67%
West Virginia	33%
Wisconsin	80%
Wyoming	25%

Mean - 66%

Range - 83%

TABLE 3.12

PRODUCTION OF STATISTICAL SUMMARIES/ANALYTICAL REPORTS BY STATE

State	% of Agencies that Produce Statistical Summaries or Analytical Reports
Alabama	75%
Alaska	67%
Arizona	80%
Arkansas	80%
California	100%
Colorado	100%
Connecticut	100%
Delaware	100%
District of Columbia	100%
Florida	100%
Georgia	100%
Hawaii	100%
Idaho	0%
Illinois	100%
Indiana	100%
Iowa	100%
Kansas	83%
Kentucky	100%
Louisiana	80%
Maine	100%
Maryland	83%
Massachusetts	100%
Michigan	100%
Minnesota	100%
Mississippi	40%
Missouri	80%
Montana	80%
Nebraska	83%
Nevada	100%

TABLE 3.12 (Cont.)

PRODUCTION OF STATISTICAL SUMMARIES/ANALYTICAL REPORTS BY STATE

State	% of Agencies that Produce Statistical Summaries or Analytical Reports
New Hampshire	100%
New Jersey	60%
New Mexico	60%
New York	86%
North Carolina	100%
North Dakota	80%
Ohio	100%
Oklahoma	80%
Oregon	50%
Pennsylvania	100%
Rhode Island	86%
South Carolina	100%
South Dakota	0%
Tennessee	100%
Texas	88%
Utah	100%
Vermont	83%
Virginia	100%
Washington	67%
West Virginia	100%
Wisconsin	100%
Wyoming	100%

Mean - 86%

Range - 100%

TABLE 3.13
LEVEL OF INTERACTION IN DATA SHARING BY STATE

State	% of Agencies Sharing Data	Comparative Level of Data Sharing
Alabama	50%	Moderate
Alaska	30%	Low
Arizona	80%	High
Arkansas	80%	High
California	40%	Low
Colorado	100%	High
Connecticut	43%	Low
Delaware	100%	High
District of Columbia	88%	High
Florida	80%	High
Georgia	75%	High
Hawaii	75%	High
Idaho	80%	High
Illinois	100%	High
Indiana	50%	Moderate
Iowa	67%	Moderate
Kansas	86%	High
Kentucky	80%	High
Louisiana	80%	High
Maine	100%	High
Maryland	100%	High
Massachusetts	57%	Moderate
Michigan	67%	Moderate
Minnesota	75%	High
Mississippi	100%	High
Missouri	67%	Moderate
Montana	60%	Moderate
Nebraska	67%	Moderate
Nevada	20%	Low

TABLE 3.13 (Cont.)
LEVEL OF INTERACTION IN DATA SHARING BY STATE

State	% of Agencies Sharing Data	Comparative Level of Data Sharing
New Hampshire	67%	Moderate
New Jersey	83%	High
New Mexico	20%	Low
New York	88%	High
North Carolina	80%	High
North Dakota	50%	Moderate
Ohio	50%	Moderate
Oklahoma	67%	Moderate
Oregon	50%	Moderate
Pennsylvania	75%	High
Rhode Island	86%	High
South Carolina	88%	High
South Dakota	75%	High
Tennessee	20%	Low
Texas	88%	High
Utah	71%	Moderate
Vermont	60%	Moderate
Virginia	50%	Moderate
Washington	100%	High
West Virginia	67%	Moderate
Wisconsin	80%	High
Wyoming	75%	High

Mean - 70%
Range - 80%

TABLE 3.14

LEVEL OF INTERACTION IN PROVIDING TECHNICAL ASSISTANCE BY STATE

State	% of Agencies Providing Technical Assistance	Comparative Level of Technical Assistance Sharing
Alabama	38%	Moderate
Alaska	83%	High
Arizona	100%	High
Arkansas	40%	Moderate
California	20%	Low
Colorado	100%	High
Connecticut	71%	High
Delaware	80%	High
District of Columbia	88%	High
Florida	100%	High
Georgia	88%	High
Hawaii	75%	High
Idaho	40%	Moderate
Illinois	100%	High
Indiana	50%	Moderate
Iowa	67%	Moderate
Kansas	86%	High
Kentucky	20%	Low
Louisiana	60%	Moderate
Maine	50%	Moderate
Maryland	50%	Moderate
Massachusetts	86%	High
Michigan	67%	Moderate
Minnesota	75%	High
Mississippi	40%	Moderate
Missouri	0%	Low
Montana	40%	Moderate
Nebraska	83%	High
Nevada	40%	Moderate

TABLE 3.14 (Cont.)

LEVEL OF INTERACTION IN PROVIDING TECHNICAL ASSISTANCE BY STATE

State	% of Agencies Providing Technical Assistance	Comparative Level of Technical Assistance Sharing
New Hampshire	50%	Moderate
New Jersey	50%	Moderate
New Mexico	40%	Moderate
New York	50%	Moderate
North Carolina	60%	Moderate
North Dakota	33%	Low
Ohio	50%	Moderate
Oklahoma	50%	Moderate
Oregon	50%	Moderate
Pennsylvania	75%	High
Rhode Island	57%	Moderate
South Carolina	88%	High
South Dakota	50%	Moderate
Tennessee	60%	Moderate
Texas	63%	Moderate
Utah	57%	Moderate
Vermont	40%	Moderate
Virginia	67%	Moderate
Washington	67%	Moderate
West Virginia	33%	Low
Wisconsin	40%	Moderate
Wyoming	50%	Moderate

Mean - 59%

Range - 100%

TABLE 3.15
INTENSITY OF INTERACTION IN DATA SHARING BY STATE

State	% of the Maximum Number of Data Exchanges that Take Place in a State	Comparative Intensity of Data Sharing
Alabama	16%	Low
Alaska	30%	Moderate
Arizona	35%	Moderate
Arkansas	30%	Moderate
California	20%	Low
Colorado	45%	High
Connecticut	21%	Low
Delaware	55%	High
District of Columbia	30%	Moderate
Florida	45%	High
Georgia	34%	Moderate
Hawaii	58%	High
Idaho	30%	Moderate
Illinois	42%	High
Indiana	17%	Low
Iowa	23%	Moderate
Kansas	43%	High
Kentucky	30%	Moderate
Louisiana	35%	Moderate
Maine	58%	High
Maryland	42%	High
Massachusetts	26%	Moderate
Michigan	27%	Moderate
Minnesota	42%	High
Mississippi	25%	Moderate
Missouri	33%	Moderate
Montana	15%	Low
Nebraska	17%	Low
Nevada	5%	Low

TABLE 3.15 (Cont.)
INTENSITY OF INTERACTION IN DATA SHARING BY STATE

State	% of the Maximum Number of Data Exchanges that Take Place in a State	Comparative Intensity of Data Sharing
New Hampshire	17%	Low
New Jersey	30%	Moderate
New Mexico	10%	Low
New York	32%	Moderate
North Carolina	40%	Moderate
North Dakota	23%	Moderate
Ohio	27%	Moderate
Oklahoma	23%	Moderate
Oregon	20%	Low
Pennsylvania	27%	Moderate
Rhode Island	19%	Low
South Carolina	23%	Moderate
South Dakota	25%	Moderate
Tennessee	15%	Low
Texas	20%	Low
Utah	31%	Moderate
Vermont	30%	Moderate
Virginia	20%	Low
Washington	33%	Moderate
West Virginia	20%	Low
Wisconsin	40%	High
Wyoming	33%	Moderate

Mean - 29%

Range - 53%

In comparing the level of interaction in data sharing, 55% of the states cluster in the high category, 33% rank moderate, and 12% are classified as low. The intensity of interaction in data sharing variable describes comparative information sharing networks somewhat differently, however. Only 20% of the states rate high in the total number of inter-agency data exchanges that take place. Fifty-one percent of the states are grouped in the moderate category, and 29% in the low category.

On the level of interaction in technical assistance provision, the majority of states (59%) also bunch in the moderate classification. In 31% of the states, the percentage of agencies in the information system network that provide technical assistance is comparatively high, and in 10% of the states the percentage is comparatively low.

The rankings on the interagency interaction variables are descriptive of differences between states on the comparative level of cooperation. The actual level of each variable is not presented because the numbers are uninterpretable. The variables were created solely as descriptive devices.

Formal Authorization for Statistical Reporting

The percentage of information system agencies in a state that are formally authorized to manage or report on information or statistics may be a proxy for the commitment of a state to information system development. As Table 3.16 shows, this percentage ranges from 33% in South Dakota to 100% in California, Florida, Georgia, Hawaii, Illinois, Indiana, Minnesota, Tennessee, and Wyoming. Fifty-three percent of all states rank high on this variable when compared to the overall distribution. Twenty-nine percent are moderate, and 18% are low in comparison to the other states.

TABLE 3.16
FORMAL AUTHORIZATION TO MANAGE AND REPORT ON
INFORMATION AND STATISTICS BY STATE

State	% of Agencies Formally Authorized to Manage or Report on Information and Statistics	Comparative Level of Formal Authorization
Alabama	88%	High
Alaska	67%	Moderate
Arizona	80%	High
Arkansas	80%	High
California	100%	High
Colorado	60%	Moderate
Connecticut	83%	High
Delaware	80%	High
District of Columbia	67%	Moderate
Florida	100%	High
Georgia	100%	High
Hawaii	100%	High
Idaho	50%	Low
Illinois	100%	High
Indiana	100%	High
Iowa	40%	Low
Kansas	57%	Moderate
Kentucky	50%	Low
Louisiana	60%	Moderate
Maine	75%	Moderate
Maryland	67%	Moderate
Massachusetts	83%	High
Michigan	83%	High
Minnesota	100%	High
Mississippi	75%	Moderate
Missouri	80%	High
Montana	60%	Moderate
Nebraska	83%	High
Nevada	50%	Low

TABLE 3.16 (Cont.)
FORMAL AUTHORIZATION TO MANAGE AND REPORT ON
INFORMATION AND STATISTICS BY STATE

State	% of Agencies Formally Authorized to Manage or Report on Information and Statistics	Comparative Level of Formal Authorization
New Hampshire	83%	High
New Jersey	40%	Low
New Mexico	80%	High
New York	88%	High
North Carolina	80%	High
North Dakota	50%	Low
Ohio	80%	High
Oklahoma	60%	Moderate
Oregon	67%	Moderate
Pennsylvania	88%	High
Rhode Island	71%	Moderate
South Carolina	71%	Moderate
South Dakota	33%	Low
Tennessee	100%	High
Texas	75%	Moderate
Utah	43%	Low
Vermont	80%	High
Virginia	50%	Low
Washington	67%	Moderate
West Virginia	83%	High
Wisconsin	80%	High
Wyoming	100%	High

Mean - 74%
 Range - 67%

OVERALL RANKINGS ON ALL VARIABLES

Variable Comparison

Table 3.17 summarizes the comparative level of development in each state on every relevant variable. By displaying these variables together, the reader can get a general estimate of each state's comparative reporting capability. It is interesting to examine these findings both across all variables and within specific variable categories.

The table suggests that comparative reporting capabilities in many states vary depending on the proxy variable used to represent reporting abilities. Nevertheless, in some states, one ranking predominates. For example, Colorado, Georgia, and Hawaii rank high on eight of the nine comparative variables and medium on the other. In addition, it is apparent from the table that some states are comparatively less able to report on information than others. Therefore, these results can be used to target technical assistance to states that are highest in need.

The results also show that reporting capabilities in a state vary by variable type. For example, Florida ranks high on all processing capability variables, interaction variables, and the authorization variable. However, it ranks moderate on all data availability variables. Similarly, Illinois ranks moderate on both processing capability measures, but high on all other characteristics. Thus, the results can be utilized to identify the areas in each state that are most in need of further development.

By intention, no effort is made to compute an overall comparative level of reporting capability for each state. The data limitations prohibit this. To do so would only further exacerbate these data deficiencies. The table is presented solely as a summary device and must not be misinterpreted.

TABLE 3.17

SUMMARY RANKING OF COMPARATIVE STATE ABILITIES TO REPORT ON INFORMATION

State	DATA AVAILABILITY VARIABLES			PROCESSING CAPABILITY VARIABLES		INTERACTION VARIABLES			AUTHORIZATION VARIABLE
	Diversity of Data Types	Availability of Statistical Data Types	Availability of Operational Data Types	Access to Computers	Computerization of Data Storage	Level of Interaction in Data Sharing	Intensity of Interaction in Data Sharing	Level of Interaction in Technical Assistance	Formal Authorization
Alabama	Moderate	Moderate	Moderate	High	High	Moderate	Moderate	Low	High
Alaska	High	High	Moderate	High	Moderate	Low	High	Moderate	Moderate
Arizona	Low	Moderate	Low	High	Moderate	High	High	Moderate	High
Arkansas	Low	Moderate	Low	High	High	High	Moderate	Moderate	High
California	High	High	High	High	High	Low	Low	Low	High
Colorado	High	High	High	High	High	High	High	High	Moderate
Connecticut	High	High	High	Moderate	Moderate	Low	High	Low	High
Delaware	Moderate	High	Moderate	High	Moderate	High	High	High	High
District of Columbia	High	High	High	High	High	High	High	Moderate	Moderate
Florida	Moderate	Moderate	Moderate	High	High	High	High	High	High
Georgia	High	High	High	High	High	High	High	Moderate	High
Hawaii	High	High	High	High	Moderate	High	High	High	High
Idaho	Low	Low	Moderate	Moderate	High	High	Moderate	Moderate	Low
Illinois	High	High	High	Moderate	Moderate	High	High	High	High
Indiana	Low	Low	Low	Moderate	High	Moderate	Moderate	Low	High
Iowa	Moderate	Moderate	Moderate	Moderate	Low	Moderate	Moderate	Moderate	Low
Kansas	High	High	High	High	Moderate	High	High	High	Moderate
Kentucky	Moderate	Low	High	High	High	High	Low	Moderate	Low
Louisiana	Moderate	Low	Moderate	Moderate	Low	High	Moderate	Moderate	Moderate

TABLE 3.17 (Cont.)

SUMMARY RANKING OF COMPARATIVE STATE ABILITIES TO REPORT ON INFORMATION

State	DATA AVAILABILITY VARIABLES			PROCESSING CAPABILITY VARIABLES		INTERACTION VARIABLES			AUTHORIZATION VARIABLE
	Diversity of Data Types	Availability of Statistical Data Types	Availability of Operational Data Types	Access to Computers	Computerization of Data Storage	Level of Interaction in Data Sharing	Intensity of Interaction in Data Sharing	Interaction in Technical Assistance	Formal Authorization
Maine	High	High	High	High	Moderate	High	Moderate	High	Moderate
Maryland	Moderate	Moderate	Moderate	High	High	High	Moderate	High	Moderate
Massachusetts	High	Moderate	High	High	Moderate	Moderate	High	Moderate	High
Michigan	Moderate	High	Moderate	High	High	Moderate	Moderate	Moderate	High
Minnesota	Moderate	Low	Moderate	High	High	High	High	High	High
Mississippi	Low	Low	Low	Moderate	Moderate	High	Moderate	Moderate	Moderate
Missouri	High	Moderate	High	High	High	Moderate	Low	Moderate	High
Montana	Low	Moderate	Low	High	High	Moderate	Moderate	Low	Moderate
Nebraska	High	Moderate	High	High	High	Moderate	High	Low	High
Nevada	Moderate	Moderate	Moderate	Moderate	Moderate	Low	Moderate	Low	Low
New Hampshire	Moderate	Moderate	High	High	Moderate	Moderate	Moderate	Low	High
New Jersey	High	Moderate	High	High	High	High	Moderate	Moderate	Low
New Mexico	Moderate	High	Moderate	High	Moderate	Low	Moderate	Low	High
New York	High	High	High	High	High	High	Moderate	Moderate	High
North Carolina	Low	Low	Low	High	High	High	Moderate	Moderate	High
North Dakota	Moderate	Moderate	Low	Moderate	Moderate	Moderate	Low	Moderate	Low
Ohio	High	High	Moderate	High	High	Moderate	Moderate	Moderate	High
Oklahoma	High	High	High	High	Moderate	Moderate	Moderate	Moderate	Moderate
Oregon	Low	Low	Low	High	High	Moderate	Moderate	Low	Moderate
Pennsylvania	High	High	High	High	High	High	High	Moderate	High

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TABLE 3.17 (Cont.)

SUMMARY RANKING OF COMPARATIVE STATE ABILITIES TO REPORT ON INFORMATION

State	DATA AVAILABILITY VARIABLES			PROCESSING CAPABILITY VARIABLES		INTERACTION VARIABLES			AUTHORIZATION VARIABLE
	Diversity of Data Types	Availability of Statistical Data Types	Availability of Operational Data Types	Access to Computers	Computerization of Data Storage	Level of Interaction in Data Sharing	Intensity of Interaction in Data Sharing	Interaction in Technical Assistance	Formal Authorization
Rhode Island	High	Moderate	High	Moderate	Moderate	High	Moderate	Low	Moderate
South Carolina	High	High	High	High	High	High	High	Moderate	Moderate
South Dakota	Low	Low	Low	Moderate	Low	High	Moderate	Moderate	Low
Tennessee	Low	Low	Low	High	Moderate	Low	Moderate	Low	High
Texas	High	High	Moderate	High	Moderate	High	Moderate	Low	Moderate
Utah	High	Moderate	High	Moderate	High	Moderate	Moderate	Moderate	Low
Vermont	Moderate	Moderate	Moderate	Moderate	Low	Moderate	Moderate	Moderate	High
Virginia	Moderate	Moderate	Moderate	High	High	Moderate	Moderate	Low	Low
Washington	Moderate	Low	High	High	High	High	Moderate	Moderate	Moderate
West Virginia	Low	Low	Moderate	Moderate	Low	Moderate	Low	Low	High
Wisconsin	High	Moderate	High	High	Moderate	High	Moderate	High	High
Wyoming	Moderate	Moderate	Moderate	Low	Moderate	High	Moderate	Moderate	High

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SECTION 4

COMPARISONS OF STATISTICAL ANALYSIS CENTERS

OVERVIEW

A comparative description of SAC capabilities is important for several reasons:

- BJS and the SACs serve similar missions, namely, the description and reporting of criminal justice information.
- As a component of the CDS Program, SACs are expected to promote the development of reporting systems, provide interpretive data analysis, ensure the quality of the data developed, and report the data to the Federal level.
- If the collection of national criminal justice statistics depends on Federal and state cooperation, the SACs may serve a role in fostering this relationship.

While it was not the intention of this study to evaluate the SACs, it would be useful for BJS to have comparative descriptions of the SACs on certain variables. Volume II presents a state-by-state description of all state agencies. This chapter is intended to specifically highlight comparisons between the SACs.

Most of the variables used to describe overall state capabilities in Section 3 will be utilized in defining SAC performance levels. Findings on SAC capabilities will be presented under the following headings:

- Availability of specific types of data (computerized and manual).
- Formal authorization to report on statistics.
- Capability to use and process data as exemplified by the use of computer facilities, the availability of statisticians or analysts, and the production of statistical or analytical reports.

CONTINUED

1 OF 3

- Provision of technical assistance to other state agencies.

BACKGROUND

Under the CDS Program guidelines, SACs have been approved and implemented in most, but not all, states. Since the inception of the Program in 1972, a maximum of 42 states have applied funds from the CDS Program to the development of these centers. The common goal for all of the centers is the interpretive analysis of criminal justice data to be used in policy making and program planning.

To help encourage the development of analytic capabilities within the SACs, Federal grant awards have been made to the states in varying amounts. The awards have been disseminated in a manner so that the assumption of costs must ultimately be assumed by the individual states. That is, based on the length of time required for SACs to mature (assumed to be between 3 and 5 years), SACs may receive three grants at full eligibility and a fourth grant at half eligibility. While initial funding under the program increases, a gradual withdrawal of Federal funds is also intended to promote reliance on state appropriations. Therefore, the level of activity (and ultimate survival) of a SAC within a state is dependent on the ability of the state budget to accommodate the needs of a SAC.

As presented in Figure 4.1, up to the year 1979, there had been a continuous growth in the number of functional SACs. This growth pattern may be attributed, in part, to a requirement under the CDS guidelines that a SAC must be developed within 2 years after receipt of CDS funds in order for the state to be eligible for other CDS grants.

Figure 4.1 also shows that, for the first time, the number of SACs decreased between 1979 and 1980. The number fell from the peak of 42 to 36. This decrease may be explained by the fact that 14 states were no longer eligible for CDS grant awards after 1979. The SACs in these states became reliant on state funding for survival. For some SACs, the absence of state support led to their dissolution. For example,

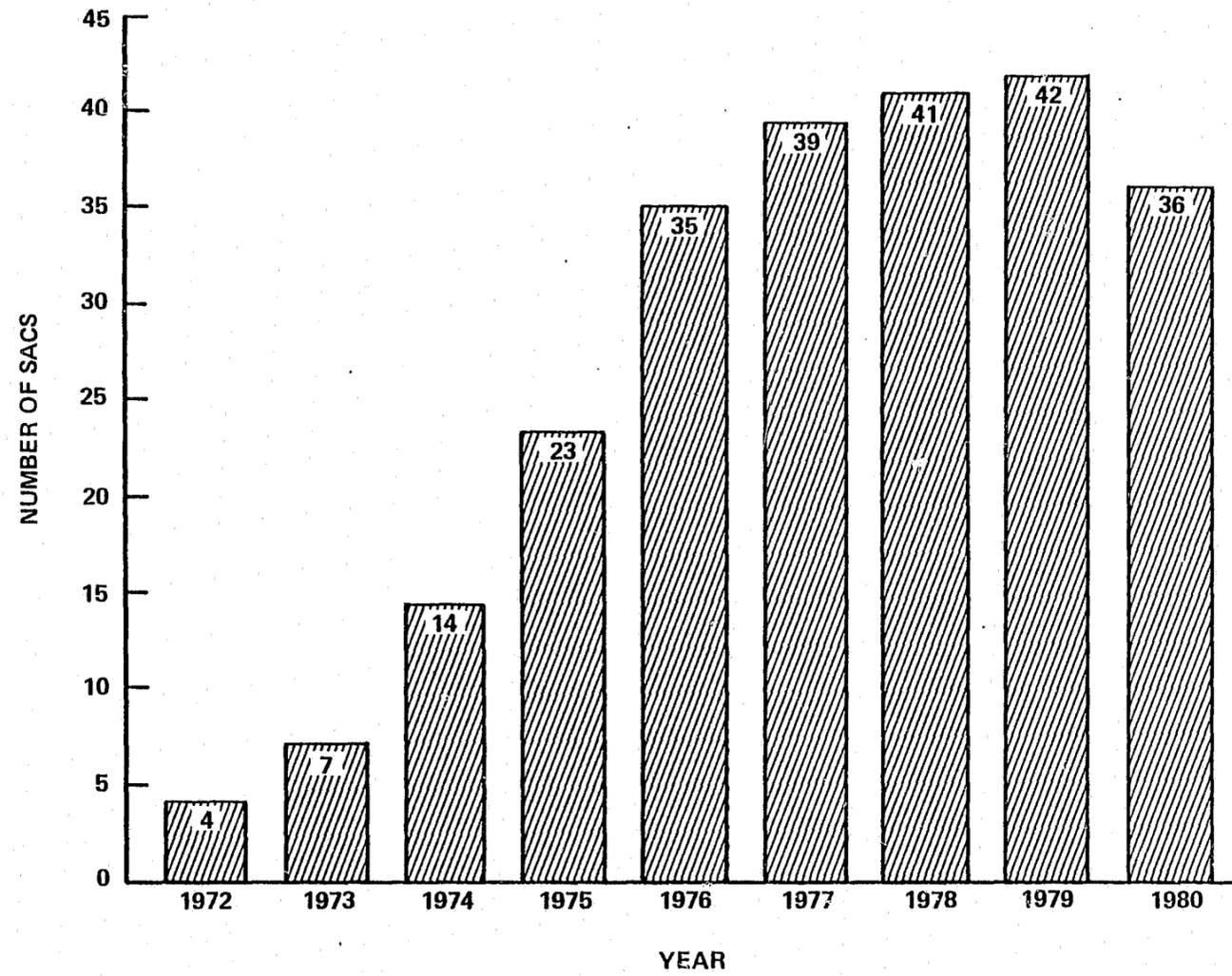


Figure 4.1. Changes in the Number of SACs Between the Years 1972 and 1980

CDS funding for the SAC in Georgia expired in June 1980. Since the state did not assume the total cost of funding, the SAC was formally dissolved. Louisiana is another state whose SAC operation was eliminated because of the discontinuation of funding. Nevada, South Dakota, and Tennessee have also cited the loss of a SAC due to termination of funding. Given the uncertainty of the availability of state funds, the trend toward decreases in the number of SACs may continue.

There are states that have assumed the major funding responsibility of their SACs. These states include Arkansas, California, Hawaii, Nebraska, New Jersey, Oregon, and Wyoming. This reliance on state rather than Federal funds has implications for the amount of control that the Federal government can exercise over SAC operations. Only those SACs supported by CDS Program dollars can be required to carry out those responsibilities stipulated in the CDS guidelines. Totally state-funded SACs will only be required to comply with state provisions which may or may not be equivalent to Federal guidelines.

Funding problems have also affected the abilities of many existing SACs to provide complete and efficient services to other agencies. Some SACs indicated that shortages of funds have resulted in staff inadequacies and a reliance on outdated computer equipment. Alaska, for example, reported increasing demands placed on the SAC with no proportional increase in staff. Maine and Idaho, among others, reported that funding problems have resulted in the use of inadequate computer equipment which ultimately affects the quality of their products.

In addition to the assumption of SAC funding by some states and the shortage of state revenues in others, additional factors have also affected SAC operations. SACs, like other agencies, are shaped by the environmental variables within a state such as political culture. As a result of the interaction of numerous environmental variables, SACs are largely state specific. While they may share common concerns such as a lack of staff and tight budgets, the overall profile of the SAC is determined by a combination of factors specific to a state.

In some states such as Connecticut, the SAC may assume a very passive role within the information network. In contrast, SACs in other states such as Maryland, may be very active participants in the state's information network.

The following discussion presents a comparative description of the SACs. At the time of the study, 36 states responded that there was an operational SAC in their state. Table 4.1 displays a listing of states with operational SACs. Only one state SAC (Oklahoma) did not respond to the questionnaire. Therefore, the findings discussed in the following section are based on responses from 35 SACs.

FINDINGS

Data received from the 35 responding SACs were analyzed through the use of frequency distributions, and the computation of means and percentages. The types of analyses performed were dictated by the format of the instrument and the kind of data collected. Since the data gathered by the survey were descriptive in nature, only general comparisons are presented.

Section 3 contains a complete justification and explanation of the variables used to describe state capabilities. This section describes the SACs in terms of several of these variables.

The findings serve two objectives. One is to analyze the overall level of expertise in information reporting for all SACs across states. This objective addresses the issue of whether the SAC concept has produced agencies which are capable of playing a major role in the development of information systems in their states. The second objective is to describe, in a very general manner, the comparative levels of capability of each SAC on the study variables.

Availability of Data

Not all SACs maintain comprehensive data bases, nor are all the data maintained by a SAC computerized. It would seem that SACs which

TABLE 4.1
STATES IN WHICH SACs ARE OPERATIONAL*

SACs are operational in the following 36 states:

Alabama	Minnesota
Alaska	Mississippi
Arizona	Montana
Arkansas	Nebraska
California	New Hampshire
Colorado	New Jersey
Connecticut	New Mexico
Delaware	New York
District of Columbia	Ohio
Hawaii	Oklahoma
Idaho	Oregon
Illinois	Pennsylvania
Iowa	Rhode Island
Kansas	South Carolina
Maine	Utah
Maryland	Virginia
Massachusetts	Washington
Michigan	Wyoming

*These states reported functional SACs at the time of the Survey, November 1980 - January 1981.

maintain their own data bases are less dependent on other agencies in the state for information and better able to respond quickly to analytical requests from the Governor, legislature, or other justice agencies. Twenty-seven out of the 35 responding SACs (77%) maintain some type of criminal justice data. As shown in Table 4.2, 19 SACs (54%) maintain corrections data, 13 maintain courts data (37%), 16 maintain juvenile justice data (46%), and 17 maintain law enforcement data (49%). Only five SACs--Colorado, Illinois, Pennsylvania, South Carolina, and Wyoming--maintain data in all four generic areas. Table 4.3 shows which SACs maintain their own criminal justice data.

TABLE 4.2
PERCENT OF SACs THAT MAINTAIN THEIR OWN DATA BY GENERIC AREA

CORRECTIONS	COURTS	JUVENILE JUSTICE	LAW ENFORCEMENT
54%	37%	46%	49%

The computerization of data holdings facilitates the speedy retrieval of data required for reporting. Computerized data also have the capacity for thorough analysis which cannot be performed on manually accessed data without the data first being "loaded" into a computer. Therefore, one variable used to examine a SAC's overall capability to report on criminal justice information is the availability of computerized data. Depicted in Table 4.4, by generic area, are the percentages of data maintaining SACs whose holdings are at least partially computerized. The percentages were calculated by dividing the number of SACs which maintain computerized data in one area, by the number of total SACs maintaining manual or computerized data in that area. There

TABLE 4.3
SACS THAT MAINTAIN CRIMINAL JUSTICE DATA

State	Maintains Data.	Does Not Maintain Data
Alabama	•	
Alaska	•	
Arizona	•	
Arkansas	•	
California	•	
Colorado	•	
Connecticut		•
Delaware		•
District of Columbia		•
Hawaii	•	
Idaho		•
Illinois	•	
Iowa		•
Kansas	•	
Maine	•	
Maryland		•
Massachusetts		•
Michigan	•	
Minnesota	•	
Mississippi	•	
Montana	•	
Nebraska	•	
New Hampshire	•	
New Jersey	•	
New Mexico	•	
New York	•	
Ohio	•	

TABLE 4.3 (Cont.)
SACS THAT MAINTAIN CRIMINAL JUSTICE DATA

State	Maintains Data	Does Not Maintain Data
Oklahoma*		
Oregon	•	
Pennsylvania	•	
Rhode Island	•	
South Carolina	•	
Utah		•
Virginia	•	
Washington	•	
Wyoming		
Total	27	8

*Did not respond to questionnaire.

is only slight variation between the percentages of SACs maintaining computerized data by generic area. Of the 19 SACs maintaining some Corrections data, 16 (84%) store these data at least partially in a computerized format. All of the SACs which maintain Courts data--13 SACs--keep automated files. Fourteen out of the 16 SACs (88%) which maintain Juvenile Justice information store the data in computerized files. Of the 17 SACs which maintain law enforcement files, 14 (82%) have computerized files. Thus, the level of computerized data holdings are uniformly high among SACs that maintain their own data.

TABLE 4.4
PERCENT OF DATA MAINTAINING SACs WHICH MAINTAIN
COMPUTERIZED DATA BY GENERIC AREA

CORRECTIONS	COURTS	JUVENILE JUSTICE	LAW ENFORCEMENT
84%	100%	88%	82%

Table 4.5 displays which SACs maintain computerized data. Four SACs--Colorado, Illinois, Pennsylvania, and Wyoming--maintain computerized data in all generic areas. Another six SACs--Arkansas, Hawaii, New Jersey, New York, Oregon, and South Carolina have automated files in three areas.

Formal Authorization for Reporting

As previously stated, it is assumed that the formal authorization of an agency to report on statistics is an indication of a commitment to providing such data. Formal authorization legitimizes a SAC's function of collecting, analyzing, and reporting data within a state. Although the SACs funded under the CDS Program are mandated to analyze criminal justice data, not all SACs are supported financially through

TABLE 4.5
METHOD OF ACCESSING DATA MAINTAINED BY SACs

State	Corrections		Courts		Juvenile Justice		Law Enforcement	
	C	M	C	M	C	M	C	M
Alabama							•	•
Alaska					•	•	•	•
Arizona		•				•		•
Arkansas	•		•				•	
California	•	•	•	•				
Colorado	•		•		•	•	•	
Connecticut								
Delaware								
District of Columbia								
Hawaii	•		•				•	•
Idaho								
Illinois	•		•	•	•		•	•
Iowa								
Kansas					•			
Maine		•			•	•		
Maryland								
Massachusetts								
Michigan	•							
Minnesota	•	•			•			
Mississippi	•	•						•
Montana					•		•	•
Nebraska					•		•	
New Hampshire			•					
New Jersey	•		•				•	
New Mexico	•	•	•	•		•		
New York	•				•		•	

C - Computerized
M - Manual

TABLE 4.5 (Cont.)
METHOD OF ACCESSING DATA MAINTAINED BY SACS

	Corrections		Courts		Juvenile Justice		Law Enforcement	
	C	M	C	M	C	M	C	M
Ohio					•		•	
Oklahoma*								
Oregon	•		•		•	•		
Pennsylvania	•		•		•		•	
Rhode Island		•					•	•
South Carolina	•		•	•	•	•		•
Utah								
Virginia			•					
Washington	•	•						
Wyoming	•		•	•	•		•	•
TOTAL	16	8	13	5	14	7	14	10

C - Computerized

M - Manual

* Did not respond to questionnaire.

the CDS Program. Therefore, a series of questions was included in the survey instrument to elicit responses from SACs regarding their authorization for reporting. Table 4.6 shows which SACs are formally authorized to report on criminal justice statistics. Only five SACs--Idaho, Iowa, Kansas, Maine, and Massachusetts--are not formally authorized. Thus, this finding suggests that the SACs, as a group, are likely to be active in their state information system networks.

Capability to Use and Process Data

Several components have been identified as dimensions of an agency's total ability to use and process data:

- Computer access
- Availability of statisticians or analysts
- Preparation of statistical summaries or analytical reports

Each dimension listed above will be treated in a separate sub-heading to itemize each SAC's ability in each area. A comparison of a SAC's capability across each of the three dimensions is found in Table 4.7.

Table 4.8 presents a comparison of the percentages of SACs with capabilities on each of the three dimensions which describe a SAC's data processing abilities. As reflected in the percentages, all SACs have computer access and prepare some form of statistical or analytical report. This fact, together with the high percentage of SACs with on-staff statisticians reflects the high overall potential for data processing within the SACs.

Computer Access

All of the responding SACs have access to computer facilities--either their own or the shared facilities of another agency. It cannot be assumed, however, that each SAC is equally capable of reporting on information and statistics based on this variable. The computer capabilities of SACs may differ based on such variables as the amount of

TABLE 4.6

FORMAL AUTHORIZATION OF SACS FOR STATISTICAL REPORTING

STATE	FORMAL AUTHORIZATION		STATE	FORMAL AUTHORIZATION	
	YES	NO		YES	NO
Alabama	●		Minnesota	●	
Alaska	●		Mississippi	●	
Arizona	●		Montana	●	
Arkansas	●		Nebraska	●	
California	●		New Hampshire	●	
Colorado	●		New Jersey	●	
Connecticut	●		New Mexico	●	
Delaware	●		New York	●	
District of Columbia	●		Ohio	●	
Hawaii	●		Oklahoma*		
Idaho		●	Oregon	●	
Illinois	●		Pennsylvania	●	
Iowa		●	Rhode Island	●	
Kansas		●	South Carolina	●	
Maine		●	Utah	●	
Maryland	●		Virginia	●	
Massachusetts		●	Washington	●	
Michigan	●		Wyoming	●	
			TOTAL	30	5

* Did not respond to questionnaire.

4-14

TABLE 4.7
CAPABILITIES OF SACS TO PROCESS DATA

State	Computer Access		Availability of Statisticians or Analysts		Preparation of Statistical or Analytical Reports	
	Yes	No	Yes	No	Yes	No
Alabama	•			•	•	
Alaska	•		•		•	
Arizona	•		•		•	
Arkansas	•		•		•	
California	•		•		•	
Colorado	•		•		•	
Connecticut	•		•		•	
Delaware	•		•		•	
District of Columbia	•		•		•	
Hawaii	•		•		•	
Idaho	•		•		•	
Illinois	•		•		•	
Iowa	•		•		•	
Kansas	•		•		•	
Maine	•		•		•	
Maryland	•		•		•	
Massachusetts	•			•	•	
Michigan	•		•		•	
Minnesota	•		•		NR	
Mississippi	•		•		•	
Montana	•		•		•	
Nebraska	•		•		•	
New Hampshire	•		•		•	
New Jersey	•		•		•	
New Mexico	•		•		•	
New York	•		•		•	
Ohio	•		•		•	

TABLE 4.7 (Cont.)
CAPABILITIES OF SACS TO PROCESS DATA

	Computer Access		Availability of Statisticians or Analysts		Preparation of Statistical or Analytical Reports	
	Yes	No	Yes	No	Yes	No
Oklahoma*						
Oregon	•		•		•	
Pennsylvania	•		•		•	
Rhode Island	•		•		•	
South Carolina	•		•		•	
Utah	•		•		•	
Virginia	•		•		•	
Washington	•		•		•	
Wyoming	•		•		•	
TOTAL	35	0	33	2	34	0

*Did not respond to questionnaire.

NR - No response

computer time available to a SAC, or the sophistication of the hardware used. These data were not collected in this study, however. For example, in Alabama, the SAC reported that it must share another agency's computer facilities. That agency has a shortage of computer staff which seriously hinders the SAC's use of the computer. In Maine, respondents reported that financial constraints severely limit the assistance offered by Central Computer Services to the SAC. Volume II of this study discusses any problems experienced by the SAC in the use of its computer facility on a state-by-state basis.

TABLE 4.8
PERCENTAGES OF SACS WITH CAPABILITIES IN
THE USE AND PROCESSING OF DATA

Computer Access	Availability of Statisticians/Analysts	Preparation of Statistical or Analytical Reports
100%	94%	100%

Availability of Statisticians or Analysts

Thirty-three of the responding SACs indicated they have their own statisticians/analysts on staff. Since the resources devoted to SACs vary from state to state, the size and composition of the staffs vary, including the availability of on-staff statisticians or analysts. The availability of statisticians/analysts ranges from 16 in California to 1 in Delaware, Michigan, and Utah. The average number of statisticians per SAC is just over four. However, the most frequent numbers of statisticians/analysts reported in the SACs is two (the mode of the distribution in Table 4.9).

TABLE 4.9

THE NUMBER OF SACS EMPLOYING STATISTICIANS OR ANALYSTS

1 Statistician	2 Statisticians	3 Statisticians	4 Statisticians	> 4 Statisticians
3 SACS	10 SACS	5 SACS	6 SACS	9 SACS

Some caution must be exercised in interpreting these figures. The definition of the terms "statistician" and "analyst" may differ according to the respondent. No information was gathered on the formal statistical training of those designated as statisticians/analysts. Therefore, significant discrepancies in staff qualifications across states are possible.

However, it can be assumed that agencies functioning with no statisticians/analysts may experience some deficiencies in capabilities, unless outside consultants are used. Also, it would seem true that agencies with statisticians perform analyses more regularly than those who have no analysts available.

Preparation of Statistical or Analytical Reports

As noted in Table 4.8, all of the responding SACS prepare statistical summaries or analytical reports. This is evidence of the SACS' capabilities to analyze data and prepare the findings for distribution. However, no data were gathered on the complexity, purpose, or regularity of reporting. Other agencies within SAC states did provide some informal comments on the quality of these materials. These comments may be found in the individual state profiles in Volume II of this report.

Provision of Technical Assistance

All SACS reported that they provide some form of technical assistance to other agencies in the state. Table 4.10 displays the percentages of SACS which provide specific categories of technical assistance.

TABLE 4.10

PERCENT OF SACS PROVIDING SPECIFIC TYPES
OF TECHNICAL ASSISTANCE

Data Collection	Data Analysis	Data Access	Data Processing	Data Assistance
89%	86%	74%	57%	63%

Nine SACS--Arkansas, Hawaii, Iowa, Kansas, Montana, Oregon, Pennsylvania, South Carolina, and Washington--indicated they are able to supply all five types of technical assistance for use by other agencies. In contrast, the SACS in Minnesota, New Jersey, and Virginia are prepared to provide only one type of service each. The types of technical assistance services provided by each SAC are listed in Table 4.11.

Informal comments from SAC service recipients indicate the quality of the technical assistance varies from state to state and from one type of service to another. One agency in Arizona, for instance, reported the quality of the assistance offered by the SAC is excellent. Excellent ratings were also offered on the programming services of the Arkansas SAC. Both the Maryland and Massachusetts SACs were described as responsive to user needs. Specific comments regarding SAC services in some other states were more negative. All of these comments are available in the state profiles in Volume II of this report.

TABLE 4.11
CATEGORIES OF TECHNICAL ASSISTANCE PROVIDED BY SACS

State	Data Collection	Data Analysis	Data Access	Data Processing	General Assistance
Alabama	•			•	•
Alaska	•	•	•		
Arizona	•			•	•
Arkansas	•	•	•	•	•
California	•	•	•	•	
Colorado	•	•	•		
Connecticut	•	•		•	
Delaware	•	•	•		•
District of Columbia	•	•	•		•
Hawaii	•	•	•	•	•
Idaho	•	•		•	•
Illinois	•	•	•		
Iowa	•	•	•	•	•
Kansas	•	•	•	•	•
Maine	•	•	•	•	
Maryland	•	•	•	•	
Massachusetts	•	•	•		
Michigan		•			•
Minnesota					•
Mississippi	•	•	•	•	
Montana	•	•	•	•	•
Nebraska	•	•			
New Hampshire	•	•	•	•	
New Jersey					•
New Mexico	•	•	•		•
New York	•	•	•	•	
Ohio	•	•	•		•
Oklahoma*					

*Did not respond to questionnaire

TABLE 4.11 (Cont.)
CATEGORIES OF TECHNICAL ASSISTANCE PROVIDED BY SACS

State	Data Collection	Data Analysis	Data Access	Data Processing	General Assistance
Oregon	•	•	•	•	•
Pennsylvania	•	•	•	•	•
Rhode Island	•	•	•		•
South Carolina	•	•	•	•	•
Utah	•	•	•		•
Virginia					•
Washington	•	•	•	•	•
Wyoming	•	•	•	•	•
TOTAL	31	30	26	20	22

CONCLUSION

The comparative descriptions of the SACs provide general data on the relative competencies of these agencies and the range of competencies from state to state. Interpretations of the findings in this section are governed by the same limitations discussed in Section 3. One general conclusion that can be drawn from this descriptive body of information, however, is that the SACs as a whole appear generally capable on most variables representing competent reporting capabilities.

In general, SACs seem to be an important actor in the development of information systems. However, idiosyncracies in the political culture in which a SAC operates can vary the impact of a SAC on system development. In some states, there appeared to be little recognition of the function of the SAC. In these states, when asked what SAC technical assistance services were used by their agency, respondents often answered that they did not know if their state had a SAC, or even what a SAC was. In some cases, providing the agency name of the SAC produced recognition. It is apparent, therefore, that in some states the concept of a statistical analysis center is not widely understood.

SECTION 5
STUDY LIMITATIONS, PROBLEMS, AND CONCLUSIONS

OVERVIEW

As indicated in previous sections, there are a number of methodological and data limitations in the study. The first part of this section will summarize these study limitations so that the findings may be properly interpreted. These limitations are important because they constrain the type of conclusions and policy recommendations that can be generated by the study. However, they should not be interpreted as depreciating the value of the research. This study is the most comprehensive and timely description of state criminal justice information systems and reporting capabilities performed to date. It lays a solid groundwork upon which future research can build. In addition, the study has generated useful information that can help the Federal government to formulate its role relative to future information system development. These conclusions are presented in the second part of this section.

STUDY LIMITATIONS AND PROBLEMS

Descriptive Nature of Study

There are a number of limitations on the analysis and interpretation of data collected for this study. An overall constraint results from the objective of this research: to present a description of information system development in each state. Consistent with this objective, the study team developed a series of descriptors of system development. These descriptors are not proposed as quantitative measures of state information system capabilities. Rather, they are proxy variables representing the general state of system development. These variables can help present a descriptive picture of individual information systems by state and an estimated comparative picture across states. Each variable is reported using only simple statistical techniques such as frequency distributions, means and

ranges. Again, this is consistent with the overall study objectives. Properly interpreted, the descriptive framework of the study is not a limitation of the research. More accurately, it is a constraint on the type of analysis that can be conducted.

Variable Measurement

The variables selected as proxies for reporting capabilities are theoretically appropriate. The available measures of these variables, are somewhat limiting, however. For example, a defensible proxy for state reporting capabilities is the level of data availability. To measure this variable, the percentage of a selected list of data types was computed for each state. It is possible, however, that two states with equal levels of data availability may differ in the timeliness and comprehensiveness of these data. The absence of controls for the quality of some proxy variables is a limitation of the study.

Controls for the quality of computer access, statisticians or data analysts working in an agency, and statistical summaries or analytical reports produced by an agency, are also absent. The quality of computer access may vary based on the availability of computer time and the capabilities of the system's hardware. Statisticians and analysts certainly differ in their experience and formal training, and therefore, in their ability to accurately report on criminal justice information and statistics. The statistical reports and summaries produced by an agency surely vary in accuracy and comprehensiveness.

The measurement limitations are attributable to the descriptive objectives of the study. This research was designed as a preliminary investigation. Information on such factors as data availability, the presence of statisticians, and the production of statistical reports was collected to meet the needs of BJS. It was felt at the time that quality measures were not necessary. This was to be left to future research.

Perceptual Nature of the Study

The results of this study are based on the perceptions of one respondent in every state information system agency. It is possible that a different choice of respondent would lead to slight changes in the data as reported. Therefore, all results must be interpreted as estimates of an agency's capabilities based on perceptual data.

Potential data inaccuracies were controlled in a number of ways. First, the information system agency identification process included a rigorous screening of potential respondents. A number of sources were consulted, and as a result, respondent lists revised, in an attempt to identify the single most knowledgeable person on each agency's data holdings and reporting capabilities. This process is described in Section 2 of the report.

Second, respondents were asked only factual questions that should be common knowledge to them. No subjective questions were included in the survey instrument. Third, if inconsistencies were evident in a respondent's answers or in the comparative answers of respondents from different agencies, a follow-up was made to clarify the information in as many cases as was feasible.

Instrument Length

A factor that in a minor way impacted on the study was the design of the survey instrument. The instrument contained two components. One was a series of general questions applicable to all agencies. The other was a series of four modules designed to collect information on an agency's data holdings, services, and products in the areas of corrections, courts, juvenile justice, and law enforcement. Based on the idiosyncracies of information system agencies, all respondents were sent a package containing the general questions plus all four modules. It was not possible to determine in advance which module or modules were appropriate to each agency.

As a result, the survey package was long and somewhat intimidating. Coupled with the factors of an over-surveyed population and dissatisfaction with the lack of dissemination of results from past studies, both discussed in Section 2 of this report, there was some initial hesitancy to respond to the survey. As the final response rate of over 96% suggests, this factor was successfully overcome. A residual effect of the lengthy instrument, however, was that some respondents had difficulty following the skip patterns. As a result, there are some missing data in the study.

Mail Problem

One problem encountered in the study was the loss of survey instruments in the mail. When contacted in follow-up telephone calls, a number of respondents indicated that they returned their completed survey by mail, although it was not received by GRC.

The study team was able to minimize the level of missing data through an efficient system of survey administration and follow-up procedures, plus the overwhelming cooperation of the survey population. Despite responding previously to the survey, nearly all respondents whose instruments were lost in the mail consented to conduct a telephone interview, fill out a second questionnaire, or mail a copy of their survey.

CONCLUSIONS

The findings of this study suggest recommendations for the future Federal role in information system development. Based on the descriptive nature of this study, these recommendations must be limited to broad prescriptions for Federal behavior. These policy recommendations are discussed below.

Continue Federal Role in Information System Development

Criminal justice information systems are a potential resource for helping to control crime, guarantee humane treatment for offenders, and increase efficiency in the administration of justice. These concerns

are shared by both the states and the Federal government, and thus, are a justification for a Federal role in further system maturation.

There is additional justification, given the current fiscal environment, for the Federal government to confirm its commitment to information system development. The availability of state revenues for justice programs is decreasing and, at the same time, the Federal government is cutting back its funding in an attempt to balance its budget. As a result of this fiscal crisis, it is more important than ever that effective criminal justice policy decisions be made. Criminal justice information systems can potentially provide the data and analytical tools to make efficient policy choices and to maximize the productivity of the criminal justice dollar. Therefore, it is a program that should be Federally supported in some way.

Targeting Federal Support for Information System Development

Provision of Technical Assistance to States

Many state respondents indicated during the interview phase of the study that they are solicitous of additional technical assistance from BJS. Others indicated that BJS was not visible enough to the states. Still others reported that despite all the surveys and research supported by BJS and NIJ, very little was being disseminated back to the states, where it was most needed.

It is recommended that BJS attempt to increase its interaction with state agencies, and thereby, raise its visibility in the states. Given current Federal funding limitations, great care must be taken in the design of such a program. The objective of such a program might be to provide information to the states that will help them self-assess their needs, problems, and future expectations relative to system development. Among the components of such a general technical assistance program might be the dissemination of findings from past government research studies, the convening of regional conferences

on systems development, the publicizing of existing mechanisms and agencies (such as Search Group) that can assist states in improving their reporting capabilities, and making available to the states technical experts in systems design who can go on site and work with the staff of information system agencies.

Produce a Level of Minimal Competency in the States

The study confirms that the level of development of information systems and reporting capabilities is quite disparate across states. Therefore, an effective Federal strategy that is consistent with funding limitations might be to direct technical assistance primarily to those states and agencies that are most in need of such assistance. The goal of such an approach would be to raise all agencies, systems, and states to a minimal level of competency in reporting capabilities.

Work with the SACs in System Development

Section 4 suggested that the SACs are generally quite capable of reporting on criminal justice information and statistics. The SACs represent a very positive resource with which BJS can cooperate to further system development. They can be utilized to assess the needs of their state's criminal justice information system agencies, to report these needs to BJS, and to coordinate the distribution of technical assistance products from the Federal government to the states. In this regard, the survival of the SAC concept is very important to BJS.

In states without SACs, the study findings suggest it is probable that another agency is similarly competent relative to other agencies in the state, in reporting capabilities. (The identification of such agencies is contained in Volume II.) Therefore, the coordinative role described above need not be limited to states with SACs. Likewise, the approach of coordinating needs assessment and information dissemination through a central state agency is relevant even if the SAC concept is not perpetuated.

Work Toward System Standardization

The study is supportive of the notion that there are great disparities between states in system design, format, and development. The predominant concern in information system development has been the need to increase reporting capabilities within states. A concern that becomes more topical as state systems mature is the comparability of systems across states. BJS can take a leadership role in developing complementary information systems across states either by supporting standardization between systems or promoting the creation of additional national information systems and reporting requirements. This standardization would enhance a national approach to solving criminal justice problems common to all states.

SUMMARY

Regardless of which form of technical assistance is ultimately provided by BJS, for this plan to be successful BJS must identify the needs of the states as perceived by the states themselves. The most receptive assistance plans are those where the recipient perceives that the services provided are consistent with his/her actual needs. In this way, BJS can develop a cooperative relationship with the states that can prove beneficial to both parties.

APPENDIX A
SITE VISIT REPORTING FORMS

A-1

SAC ON-SITE INVESTIGATION

SECTION I: Organizational Inquiry

Interviewer:

Time/date:

Site:

Name of interviewee:

Title:

Agency name and address:

Name and title of SAC staff members interviewed:

Completed sections: ___ I ___ II ___ III

Describe any problems with interview:

Explain all incomplete responses:

Other comments:

Preceding page blank

A-3

SAC ORGANIZATIONAL INFORMATION

THIS INQUIRY FOCUS IS ON THE OVERALL SAC ORGANIZATION. INTERVIEW SHOULD BE CONDUCTED WITH SENIOR SAC MANAGER (DIRECTOR) AND BE COMPLETED BEFORE OR CONCURRENT WITH COMPLETING SECTION III. COMPLETE BEFORE SECTION II.

General Description: (WRITE OUT ACRONYMS)

1. Could you describe the organization of the SAC with respect to:

PROBES:

Organizational placement:

SAC structure: (Probe: Expertise centralized in one person or throughout staff)

Relationships to sponsor: (Probe: Degree of independences, type of monitoring, etc.)

Administrative/organizational relationships to other agencies (Probe: Are these formal or informal?)

Supervisory relationships with agencies (Are these exercised formally or informally?)

What was the primary basis (reason) for this organization scheme?

2. If you have an organizational chart, can a copy be obtained? ___ Yes ___ No

3. Where does the SAC get its authority to exist?

- ___ Executive order
- ___ Other legislation
- ___ Sponsor agreement
- ___ Other _____

4. What are the specific components of this (read answer to 3)?

- ___ Personnel authority
- ___ Organizational placement
- ___ Mission
- ___ Advisory body
- ___ Other _____

Describe:

5. What is the specific mission of the SAC? (Probe: System development, analysis, SPA support, Technical Assistance, etc.)

Describe:

6. Is this mission primarily directed toward one or more agencies rather than total audience (such as your sponsoring agency)? ___ Yes ___ No

If yes:	Agencies	Description of Mission Focus
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

7. Is your mission affected, in any way, by the legislation or policies of sponsor? Yes No Positive Negative

Explain:

8. Is there any pending legislation or policy action that will impact your mission? Yes No Positive Negative

SAC ROLE:

1. Do you and your staff have the authority to speak for or represent the state on criminal justice matters? Yes No

Explain:

2. Does SAC have an advisory group? Yes No

What group?

What is their role?

How frequently does SAC meet with them?

3. Do you have any principal on-going activities with any other agency or group? Yes No

What agency?

What activities?

4. Does the SAC have a role on any state and local criminal justice planning boards? Yes No

If yes; what boards and what roles?

Boards

Roles

5. Have you undergone any organizational changes since the SAC was first funded? Yes No (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> In focus | <input type="checkbox"/> In structure |
| <input type="checkbox"/> In personnel types | <input type="checkbox"/> In legislation |
| <input type="checkbox"/> In location | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> In funding | |

Explain changes:

If no,
6. do you plan any changes for the SAC? Yes No (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> In focus | <input type="checkbox"/> In structure |
| <input type="checkbox"/> In personnel types | <input type="checkbox"/> In legislation |
| <input type="checkbox"/> In location | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> In funding | |

Explain changes: (Probe: Are any the result of termination of LEAA funds?)

7. What CDS components are operational in the state (i.e., CCH/OBTS, MAS, TA)? Was SAC instrumental in establishing these? Yes No

If yes, explain SAC involvement.

FUNDING: (OBTAIN BUDGET OR SUMMARY BUDGET)

1. Are your budget and staff integrated into a larger state agency? Yes No

What agency?

2. Are you, as SAC director, responsible for budget preparation? Yes No

If no, who is responsible?

Explain:

What are your budget management policies (what kind of approval for cash outlays, etc.)?

3. Describe budget review and approval process (e.g., state process, SAC sponsor, SAC, etc.)

4. What is the SAC's current mix of funding?

\$ _____ State	\$ _____ Other
\$ _____ Local	\$ _____ Total
\$ _____ Federal	

Explain other:

5. Are any restrictions/obligations (legal or otherwise) placed on you by funders with respect to operations and programs? Yes No

If yes, explain:

6. Does the state's legislative year coincide with your fiscal year?
 Yes No

Does this have any effect on your budget process? Yes No

Explain:

7. Is your present funding sufficient to completely carry out the SACs mission? Yes No

If no, what is required (\$ and purpose)?

Has your past funding been sufficient? Yes No

If no, how have funding limitations affected SAC activities and services?

8. Has the SAC ever experienced budget overruns? Yes No

If yes, in what areas?

For what reasons?

How was it resolved?

9. Have internal and/or external audits been conducted of SAC? Yes No

If yes, when?

By whom?

What resulted?

Are copies available for GRC? (pick up)

10. If still funded by LEAA . . . who will fund SAC when LEAA funds terminate?

State revenue sharing (block funds)

Other

Explain (if necessary):

PERSONNEL:

1. What SAC positions are currently funded?

Number _____

Type _____

Are all currently filled? _____

Explain:

Are these part of state civil service system? Yes No

If yes, has this had an effect on positions? Yes No

Explain:

2. How long has the director been with SAC?

Since origin

Years

Other _____

PROBE:

• Background and qualifications of the current director?

• His/her duties/responsibilities?

• Does director have authority to hire fire evaluate promote (check all that apply) staff members?

• How many previous directors has SAC had?

Explain:

NOTE: STAFF INFORMATION MAY BE OBTAINED FROM RECORDS RATHER THAN INTERVIEW. IF NOT, ASK THE FOLLOWING:

3. In general, what are responsibilities of other staff members? (Professional staff)

Staff member

#1

#2

#3

#4

Other

How do these responses match formal job descriptions?

Exactly Similar Dissimilar

Explain:

• Qualifications:

#1

#2

#3

#4

• Tenure:

#1

#2

#3

#4

4. Will the staff be (or has it been) affected by termination of LEAA funds? Yes No

If yes, what effect?

Reductions

Expansions

Other _____

Explain:

5. Do you make use of consultants to augment your staff? Yes No

If yes, please cite examples:

Consultant A - What type:

Purpose:

Frequency:

Approximate cost to SAC:

Benefits/problems with arrangement:

Consultant B - What type:

Purpose:

Frequency:

Approximate cost to SAC:

Benefits/problems with arrangement:

Consultant C - What type:

Purpose:

Frequency:

Approximate cost to SAC:

Benefits/problems with arrangement:

6. Do you receive auxiliary staff support through other agencies (i.e., clerical, programmers, keypunch, graphic, etc.)? Yes No

If yes, type:

PROBE: From what agency? (type and name)

How has this affected SAC's ability to operate?

What is estimated cost of this support?

PROGRAM, MANAGEMENT - GENERAL

INTERVIEWER: INTERVIEW IS TO BE CONDUCTED WITH SAC DIRECTOR. CARE MUST BE TAKEN NOT TO REPEAT QUESTIONS THAT MAY HAVE BEEN ANSWERED IN PREVIOUS DISCUSSION.

1. What SAC analysis and/or systems coordination/development activities are planned relative to the CDS (Comprehensive Data System) program?

Description: (Probes: develop components throughout state, not already in place; UCR, CCH/OBTS, provide TA, etc.)

Activity	CDS Components
_____	_____
_____	_____
_____	_____
_____	_____

2. How would you characterize your (SAC) management style? (Probe: centralized, decentralized)

- ___ Management by objectives
- ___ Participatory
- ___ Team approach
- ___ Other _____

3. Do you (SAC) have an activity plan (master plan) that states activities to be performed in conjunction with your overall mission?

Existence: ___ Yes ___ No

PROBE: Form: Oral/Written

Quantification: Deadlines/activity quotas/other _____

Status: Updated/out of date/where are they?

Availability: ___ Yes ___ No (Copy obtained? ___ Yes ___ No)

Description:

Is there statement of goals and objectives?

Existence: ___ Yes ___ No

PROBE: What is form? Oral/Written

Are they quantifiable? Have deadlines/activity quotas/other?

Current status? Updated/out of date/where are they?

Availability: ___ Yes ___ No (Copy obtained? ___ Yes ___ No)

Description:

4. Have the activity plans changed since first developed? ___ Yes ___ No
- Why?

Describe changes:

5. What individuals, agencies, offices, or boards participate in SAC planning.

- CHECK ALL THAT APPLY
- SAC managers
 - SAC and sponsoring agency managers
 - SAC staff
 - SAC advisory board
 - SAC users
 - Other (specify) _____

What is their level of involvement? (general advice, decision making, etc.)

Participant	Involvement

6. Does SAC participate in state-wide criminal justice/research, information development, or data system development types of activities? (other than CDS)

Yes No

PROBE: If yes, what activity?

Who on SAC staff is involved?

What function does SAC fulfill?

What are seen to be the results of involvement?

- If no, why not? Performed by other agency Users prefer no involvement
 No staff available Other _____
 No expertise

COMMUNICATIONS

INTERVIEW SHOULD FOCUS ON THE USERS OF SAC SERVICES AND PRODUCTS AS WELL AS AGENCIES WHICH PROVIDE DATA OR INFORMATION TO THE SAC. FIRST ESTABLISH EXAMPLES OF THESE FOR PURPOSES OF FOCUSING THE DISCUSSION.

Identify a list of recent key users and/or data providers at local, state, national levels. (INTERVIEWER NOTE WHETHER USER OR PROVIDER OR BOTH)

Local	(Check)		State	(Check)		National	(CHECK)	
	U	P		U	P		U	P

1. In general, how was communication (or relationship) established with these users/providers?

- SAC initiated contact
- User/provider initiated contact
- State agency mandated (by virtue of grant situation)
- Word of mouth
- Don't know
- Other _____

Explain:

2. In general, how was decision made that data providers would participate with SAC?

- Mutual agreement
- SAC decided/mandated
- Legislatively mandated
- User decided
- Other _____

Explain:

3. What information is provided to SAC?

- Agency specific statistics
- System-wide data (state or location)
- Non-statistical information
- Advice
- Other _____

Explain usual type and depth of information:

4. Is there a regular exchange of information/communication with these users and providers? Yes No

Who is usual initiator of communication? SAC User/provider

Approximately how often does communication take place?

Cycle	Users
<input type="checkbox"/> Monthly	_____
<input type="checkbox"/> Few times year	_____
<input type="checkbox"/> Once a year	_____
<input type="checkbox"/> Every few years	_____
<input type="checkbox"/> Other _____	_____

Explain the above:

5. Do any of these data providers direct the same or similar data to other state agencies? Yes No

PROBE: What agencies, what data, why duplicate the effort?

6. In what form is communication usually maintained with SAC users?
CHECK ALL THAT APPLY

- | | What users? |
|---|-------------|
| <input type="checkbox"/> Letter | _____ |
| <input type="checkbox"/> Telephone | _____ |
| <input type="checkbox"/> Meetings | _____ |
| <input type="checkbox"/> Products/reports | _____ |
| <input type="checkbox"/> TA | _____ |
| <input type="checkbox"/> Other _____ | _____ |

Explain:

7. In general, do you feel the SAC effectively communicates with users in terms of:

- SAC function and services? Yes No
- Understanding of user needs? Yes No

Explain:

8. In general, do you feel you have an influence on:

- State and local criminal justice policy? Yes No
- State and local CJ planning? Yes No

If yes, what types of plans and policies have been influenced (cite examples from last 2 years).

SAC ON-SITE INVESTIGATION

SECTION II: Activities Analysis

Interviewer:

Time/date:

Site:

Name of interviewee:

Title:

Agency name and address:

Name and title of SAC staff members interviewed:

Completed sections: ___ I ___ II ___ III

Describe any problems with interview:

Explain all incomplete responses:

Other comments:

PROGRAM ACTIVITIES

This discussion should cover the kinds of activities performed by the SAC. Discuss the activities as they relate to issues (areas) in which SAC is working.

INTERVIEWER, EXPLAIN THE MEANING OF THE ACTIVITIES AS THEY RELATE TO THE FUNCTION OF THE SAC, (I.E., SYSTEM DEVELOPMENT, ANALYSIS IN RESPONSE TO REQUESTS, ETC.)

GIVE ATTACHED MATRIX TO RESPONDENT TO EMPHASIZE THE POINT OF THE DISCUSSION.

TO RESPONDENT: "Look at this matrix. Can you tell me, briefly, what issue areas have you collected/provided information in (the ten listed and others, as appropriate)."

INTERVIEWER, CHECK AS MENTIONED, REFER TO IN LEADING DISCUSSION.

GO ON TO QUESTIONS REGARDING ACTIVITIES. DISCUSS ACTIVITIES RELATED TO EACH ISSUE MENTIONED, ONLY. (CHECK AREAS)

INTERVIEWER MATRIX	Crime Incidence	Crime Type	Offenders	Victims	Offender Systems	System Flow Data	Recidivism	Resources	Crime Costs	System Costs	Other							
ID NEEDS for data, define questions, etc.																		
ID data requirements, sources, collection mechanism, etc.																		
DESIGN data system, research meth., plan implementation, etc.																		
TEST system, research design modes, etc.																		
IMPLEMENT system, research process, etc.																		
COLLECT data, either original data collection or through other source																		
EDIT data, manually or computer for content errors, etc.																		
STORES or controls storage of data for data system (or research project)																		
AUDIT data for completeness, validity, privacy & security, etc. (mostly for data system)																		
ANALYZE data																		
ASSEMBLE information or statistical data, format it for presentation																		
DISSEMINATE the data																		
EVALUATE a system or problem on own or on request (or provide mechanism to have evaluation done)																		
MODIFY or participate in modification of a system, service, etc.																		
MAINTAIN a system or ongoing research, a service, etc.																		
PERFORM technical assistance for a system, to agency for research, service, etc.																		

1. Regarding your work on Crime Type what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
CR NEEDS							
CR DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLY							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority?

CHECK ALL THAT APPLY

- Need Identification
- ID Data Requirements
- Design Systems
- Test Systems
- Implement Systems
- Collect Data
- Edit Data
- Store Data
- Audit Data
- Analyze
- Assemble
- Disseminate
- Evaluate
- Modify System
- Maintain System
- TA
- Other _____

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on Crime Incidence what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
ID NEEDS							
ID DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority? CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on Offenders what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
ID NEEDS							
ID DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority? CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on Offender Systems what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
NEEDS							
DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority?

CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on System Flow Data what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
NEEDS							
DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
ADDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority? CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on Recidivism what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
ID NEEDS							
ID DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority? CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on System Resources what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
ID NEEDS							
DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority?

CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on Crime Costs what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
ID NEEDS							
ID DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLE							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority? CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

1. Regarding your work on System Costs what reports, technical assistance, etc., have you produced?

Response:

REFER RESPONDENT TO MATRIX -

2. What type activities did you perform in order to produce the above?

What activities were performed	Was it performed by SAC?		If no - Who did work?	SAC Level of Involvement			
	Yes	No		Funded	Coordinated	Monitored	Advised
ID NEEDS							
ID DATA REQUIREMENTS							
DESIGN SYSTEM							
TEST SYSTEM							
IMPLEMENT SYSTEM							
COLLECT DATA							
EDIT							
STORE DATA							
AUDIT DATA							
ANALYZE							
ASSEMBLY							
DISSEMINATE							
EVALUATE							
MODIFY SYSTEM							
MAINTAIN SYSTEM							
TECHNICAL ASSISTANCE							

3. What activity is of the highest priority? CHECK ALL THAT APPLY

- | | |
|---|--|
| <input type="checkbox"/> Need Identification | <input type="checkbox"/> Audit Data |
| <input type="checkbox"/> ID Data Requirements | <input type="checkbox"/> Analyze |
| <input type="checkbox"/> Design Systems | <input type="checkbox"/> Assemble |
| <input type="checkbox"/> Test Systems | <input type="checkbox"/> Disseminate |
| <input type="checkbox"/> Implement Systems | <input type="checkbox"/> Evaluate |
| <input type="checkbox"/> Collect Data | <input type="checkbox"/> Modify System |
| <input type="checkbox"/> Edit Data | <input type="checkbox"/> Maintain System |
| <input type="checkbox"/> Store Data | <input type="checkbox"/> TA |
| | <input type="checkbox"/> Other _____ |

4. Do you feel this activity will continue to be your priority? (temporary, leading to something, etc.)

SAC ON-SITE INVESTIGATION

SECTION III: Products and System Review

Interviewer:

Time/date:

Site:

Name of interviewee:

Title:

Agency name and address:

Name and title of SAC staff members interviewed:

Completed sections: ___ I ___ II ___ III

Describe any problems with interview:

Explain all incomplete responses:

Other comments:

PRODUCTS

DISCUSSION OF PRODUCTS INCLUDES ALL TYPES OF PRODUCTS (TA, SERVICES OF ALL TYPES, REPORTS). INTERVIEWER SHOULD RELATE THIS DISCUSSION TO THE SAC FUNCTIONS OR MISSION STATEMENT AS DISCUSSED EARLIER.

LIST PRODUCT INFORMATION FROM PREVIOUS SECTION ON PRODUCT LIST THEN PROCEED WITH THE FOLLOWING QUESTIONS.

- A. Do you (SAC) produce any regular statistical or informational products or services (reports, seminars, etc.)?

[Obtain a listing on attached summary. Source may be a log or report rather than through interview.]

- B. Does SAC respond to ad hoc request for information? ___ Yes ___ No

PROBE: Is a log maintained reflecting the requestor, nature of request, and response? ___ Yes ___ No

If yes, obtain copy or record on attached summary using most recent year as period of reference.

General Questions About Products

1. What is the mechanism for deciding what products and/or services will be completed in a given program year? CHECK ALL THAT APPLY

- ___ SAC master plan
- ___ Previous year's log of requests
- ___ SAC/Advisory planning
- ___ SAC need survey
- ___ User and ad hoc request
- ___ Other _____

Who participates in the decision process?

SAC PLANNED STATISTICAL REPORT/PRODUCT SUMMARY

State: _____

Title	Type (See Below)	Purpose re "critical issues"	Sources of Data	Generic Name of Users	Distribution/ No. Copies	Turnaround Year of Initiation/ Distribution	Frequency	Length (pp., tables)	Focus- Agency Specific	OTHER COMMENTS
<div style="position: absolute; left: 250px; top: 500px; transform: rotate(-90deg);">A-44</div>										

Type 1 - Annual series
 2 - One time
 3 - Other
 4 - Service (seminar, TA, etc.)

User Types: 1. Criminal Justice functional agencies
 2. Criminal Justice planners
 3. Criminal Justice researchers



SAC AD HOC REPORTS/SERVICES

State: _____

Period Covered: _____

Requesting Agency/Person	Type of Response	Topic/Focus	Length (pp./min.)	Sources of Data	Analysis (Y/N)	No. Per Yr	Turnaround Time (days) or request/response dates	COMMENTS
A-45								

Responses: Report
TA

Seminar
Other (name)

Probe comments:

2. Other than the regular report series and ad hoc request (noted above), could you list the special projects and/or services undertaken in the last 2 years?

_____	_____
_____	_____
_____	_____

3. Do you have a review process for reports and products? Yes No

If yes:

- Distributes for review to data providers
- In-house review only (including sponsoring agency)
- SAC/advisory board review
- Other _____

Further explanation:

4. What does review process involve? CHECK ALL THAT APPLY

- Critique
- Check of data accuracy
- Check of analysis
- Approval of product
- Other _____

Explain:

Are products reviewed periodically to keep pace with changes in need or system changes? Yes No

Explain: Product Process

5. How do you determine who the recipients of your products/services will be?

6. How are SAC products distributed? CHECK ALL THAT APPLY

- Maintenance of regular mailing lists
- On request only
- Selected audience for each product
- Other _____

Explain:

Are copies of distribution lists available? Yes No
If yes, could we obtain a copy? Yes No
If no, interviewer note reason.

7. What is the average annual cost of producing and disseminating a statistical report series?

8. Does SAC have a mechanism for determining user satisfaction with products and services? Yes No

- Formal evaluation process (regularly)
- Informal telephone feedback (intermittent)
- Word of mouth
- Other _____

Describe:

9. . In general, how do you view user satisfaction with products and services?

Explain:

10. What do you feel products/services are used for by state and local users?
CHECK ALL THAT APPLY

- Planning research efforts
- Planning programs
- Policy setting
- Budgeting
- Information (general)
- Development of agency-based information system
- Other _____

11. In general, do you feel SAC products and services fulfill the needs of the recipients? Yes No

PROBE:

- What particular state, local, or national level needs do you feel you have addressed?

- Do services or information generate additional requests?

12. What is SAC priority in terms of following a set information development program versus responding to ad hoc request for services or information?
CHECK ONE

- Program takes priority
- Requests are priority
- Equal

Explain screening criteria (in general):

Average percentage of time devoted to each in last year _____ requests
_____ regular program

13. When the SAC provides a service or develops a report series (etc.), under what circumstances are recommendations made?

- Always
- On request only
- Other _____

PROBE: What is SAC focus of these recommendations in products?

- SAC intends to guide program and policy development based on CJ system data
- SAC intends to promote change in the CJ system (state/local)
- SAC intends only to provide objective information
- SAC tailors recommendations to request of users
- SAC does not make recommendations
- Other _____

Explain:

14. Can you recall any specific recommendations you (SAC) made that resulted in a system change? Yes No

If yes, list up to 5:

<u>Recommendation</u>	<u>Change</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

15. Which of the following is the most important aspect of your reports?
(How much should be reported?) (CHECK MOST IMPORTANT)

Display of Data:

Amount of data provided:

Discussion of product methodology:

Presentation of context of data:

Presentation of data limitations:

Other _____

(Probe for past practices)

16. With respect to reports you produce, do state or national reporting requirements affect these? (E.g., UCR format) Yes No

If yes, in what ways?

What is the effect on products?

Describe:

PROBLEMS/ISSUES

Are there any other major issues concerning you (the SAC) that I have not covered?

PROBE: Particularly related to the reorganization of LEAA and the new functions of the Bureau of Justice Statistics.

SAC DATA SYSTEMS

INSTRUCTIONS TO INTERVIEWER:

DATA SYSTEM REFERS TO THE COLLECTION AND/OR MAINTENANCE OF ANY TYPE OF CRIMINAL JUSTICE STATISTICAL DATA, WHETHER IT IS DONE MANUALLY OR BY COMPUTER. THE INTERVIEWER SHOULD USE DISCRETION IN USING TERMINOLOGY THAT IS APPLICABLE TO EACH SAC'S SITUATION.

Type 1: A more formal/well-defined system for eventual dissemination of statistical series products. (manual or automated)

Type 2: One or more less formal system to fill ad hoc request for information.(manual or automated)

All questions, except those below which relate directly to computer usage, apply to both computer-based systems and manual systems.

A Data System Form should be completed for each distinct data system identified as Type 1. It is possible that one data system can be used to produce a number of different products or that distinct systems exist for each product. Similarly, each system may have only one major data file (data base) or it may have several. The data file portion of the Data System Form should be repeated for each separate data file identified.

1. What type of system(s) do you use? Manual Automated
If automated, ask the following:

What computer facilities are available for SAC usage? (Type/size of computer, location, accessing capabilities) If not available, skip remaining questions.

2. What are your arrangements for computer use? (E.g., lease, time-share, purchase, etc.)

3. What is cost to SAC for computer usage? What is included? Can cost be identified with data systems or products?
4. Who is responsible for computer program maintenance/development of new programs?
5. What statistical software packages are available/used by SAC?

For ad hoc response systems, the following information should be obtained:

1. Is there a standardized procedure for processing ad hoc requests? What is it? (PROBE: procedures, policies, etc.)
2. How are source(s) of data determined by SAC?

3. Are SAC data files used to fill ad hoc requests? Yes No
How often?

If no, who maintains the files that are used? _____

4. How are data from outside source(s) obtained? In what form?

NOTE: REFER TO CURRENT DATA SYSTEMS ONLY

DATA SYSTEM FORM

Identify data files/data base used by SAC to produce series reports, or fill ad hoc requests, or for SAC research.

- | | |
|---------|----------|
| 1 _____ | 6 _____ |
| 2 _____ | 7 _____ |
| 3 _____ | 8 _____ |
| 4 _____ | 9 _____ |
| 5 _____ | 10 _____ |

Complete following matrix for each data file:

Instruction: Indicate file from above. If more than 5 use second sheet.

	1	2	3	4	5
1. How is the data stored, e.g., mag tapes, online disc, hardcopy (paper), microfiche?					
2. What type of access to data do you have?					
3. Who maintains data file (SAC or agency - name)?					
4. What is frequency of update/maintenance/age of data?					
5. What input did SAC have with file content/structure (main design, advisory, review/none)?					
6. What data validation methods are used by SAC (validity checks, etc.)?					
7. What type products are produced? (Are they series/ad hoc or combination?)					
8. What type of procedures are performed on data by SAC? (Modeling, aggregation, simulation, etc.)					

Complete following matrix for each data file:

Instruction: Indicate file from above. If more than 5 use second sheet.

	6	7	8	9	10
1. How is the data stored, e.g., mag tapes, online disc, hardcopy (paper), microfiche?					
2. What type of access to data do you have?					
3. Who maintains data file (SAC or agency - name)?					
4. What is frequency of update/maintenance/age of data?					
5. What input did SAC have with file content/structure (main design, advisory, review/none)?					
6. What data validation methods are used by SAC (validity checks, etc.)?					
7. What type products are produced? (Are they series/ad hoc or combination?)					
8. What type of procedures are performed on data by SAC? (Modeling, aggregation, simulation, etc.)					

APPENDIX B
 SURVEY PACKAGE
 GRC Cover Letter
 BJS Endorsement Letter
 Study Instrument

GENERAL
RESEARCH



CORPORATION

7655 OLD SPRINGHOUSE ROAD
WESTGATE RESEARCH PARK
MCLEAN, VIRGINIA 22102
(703) 893-5900

14 November 1980

Dear:

General Research Corporation (GRC), a national planning and research organization, is under contract to the National Institute of Justice (NIJ) to conduct a study of state agencies which maintain, provide, collect, and/or use criminal justice information and statistics. If your agency does not use criminal justice data, your assistance is needed in identifying the names of agencies that are criminal justice data users.

The purpose of the study is to describe all state criminal justice information and statistical systems and to document the interaction between criminal justice agencies in these systems. By reporting to you the interagency data flows within your state and effective program components in other states, this study should help states to deal more efficiently with complex criminal justice problems that can only be resolved through cooperation between agencies, and not on an agency-by-agency basis.

This survey, which will take 30 to 50 minutes to complete, will be conducted telephonically. Within the next few weeks, GRC will contact you to schedule a convenient date and time for the interview. The enclosed questionnaire summarizes the issues and topics which will be addressed in this interview.

For your convenience, this questionnaire has been designed so that you may complete it yourself--if you prefer--and return it to GRC using the stamped pre-addressed questionnaire booklet. The time required to complete the survey and mail it back to GRC is 20 to 40 minutes. Instructions for completing the mail survey option are found inside the questionnaire booklet.

The success of this study depends upon your cooperation. While you are not required to respond, your assistance is needed to make the results of this study accurate, comprehensive, and useful. If you have any questions about the survey, feel free to telephone me collect at (703) 893-5900.

Thank you for your assistance.

Sincerely,

Mark Shugoll
Project Manager

Enclosure: a/s

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A Subsidiary of Flow General Inc.
An Equal Opportunity Employer M/F

U.S. Department of Justice

Bureau of Justice Statistics

Office of the Director

Washington, D.C. 20531

Dear Colleague:

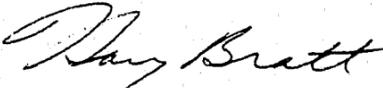
As you may be aware, the Justice System Improvement Act (JSIA) of 1979 created the Bureau of Justice Statistics (the Bureau) as an agency within the U.S. Department of Justice. A function of the the Bureau is to collect and analyze statistical information concerning crime and the criminal justice system. In doing this, the Bureau is to utilize, to the maximum extent feasible, state government organizations and facilities responsible for the collection and analysis of criminal justice data and statistics. While recognizing the work done with the states by LEAA, BJS must forge a new relationship with the States which best meets its legislative mandate.

The National Institute of Justice has undertaken a study of criminal justice information and statistics in the States through a grant to General Research Corporation (GRC). We anticipate that this study will greatly assist the Bureau and the States in determining their relationships in the future. The enclosed questionnaire was developed by GRC in order to secure information about the existence and availability of information and statistics within each state. The information which will result from completion of this questionnaire is central to the study they are conducting. In order to take up as little of your time as possible, you may either complete the questionnaire and return it to GRC or wait for GRC to secure the information from you through a telephone interview.

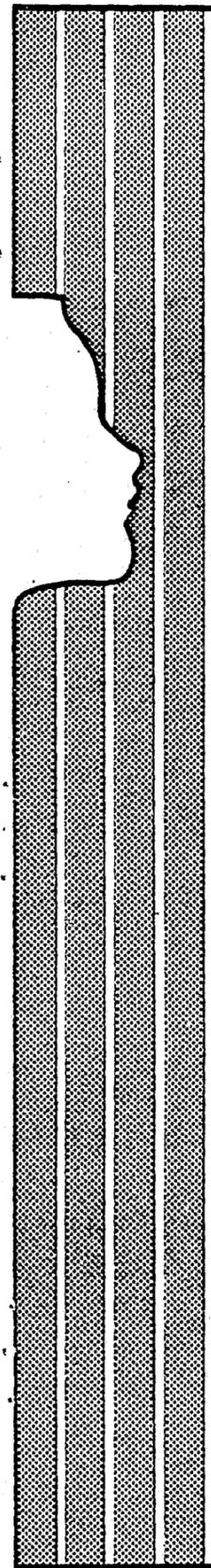
As recognized by Congress, the role of the States in criminal justice statistics is very important. Your cooperation in this survey and in developing a relationship with the Bureau in the future is essential to the Bureau's success. We appreciate any assistance you may be able to give us.

Sincerely,


Harry A. Scarr, Ph.D.
Director
Bureau of Justice Statistics


Harry Bratt
Acting Director
National Institute of Justice

B-4



SURVEY OF CRIMINAL JUSTICE INFORMATION AGENCIES

FOR
OFFICE OF PROGRAM EVALUATION
NATIONAL INSTITUTE OF JUSTICE

CONDUCTED BY
GENERAL RESEARCH CORPORATION
7655 OLD SPRINGHOUSE ROAD
McLEAN, VIRGINIA 22102

B-5

INSTRUCTION SHEET

The questionnaire is designed to facilitate your responses. You will be contacted by telephone to respond to the enclosed questions. If you find it more convenient, you may fill out the questionnaire and return it by mail. Simply tape the edge of the stamped, preaddressed questionnaire booklet and drop it in the mail.

THE SURVEY INSTRUMENT CONSISTS OF TWO SECTIONS

SECTION I

Contains a series of questions about particular types of criminal justice data

SECTION II

Contains a series of questions about your general use of statistical information

HOW TO ANSWER THE QUESTIONS

[Please answer ALL questions]

Most of the questions will require one of the following response types

- Circling a number
Yes ①
No 2
- Writing a brief explanation
Please explain _____
- Circling a number on each line
Yes No
Computerized ① 2
Manual 1 ②
- Following skip patterns
No ② (Go to Q8)
or
Yes No
Computerized ① 2
Manual ① 2

IF "YES" TO BOTH, CONTINUE. IF NOT, GO TO Q12

NOTE: Q as used throughout the questionnaire means Question.

If you don't know an answer to a question, please write "DK"--don't know--in the margin.
If a question does not apply to your agency, please write "NA"--not applicable--in the margin.

If you have any questions about this questionnaire, please feel free to call either of the following persons collect: Dr. Mark Shugoll or Ms. Jan Dempsey, General Research Corporation (703) 893-5900.

THANK YOU FOR YOUR COOPERATION

SECTION I

Questions in Section I of this instrument examine the sources and uses of data pertaining to:

- Corrections
- Courts
- Juvenile Justice
- Law Enforcement

Each of these information systems is examined in a separate module.

MODULE A--CORRECTIONS

1. Does your agency maintain or make use of data on corrections?
(Do not include data on juvenile offenders.)
Yes 1 (Go to Q3)
No 2 (Continue)

2. What state agency or agencies would be most likely to maintain or use such data? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____
Agency 2: _____
Contact: _____
Phone Number: _____
Agency 3: _____
Contact: _____
Phone Number: _____

GO TO MODULE B, PAGE 9

3. Are the corrections data you use and/or collect maintained on file by your agency or by another agency from which you obtain the data?
Your agency only 1 (Go to Q10)
Another agency only 2 (Continue)
Both your agency and another agency 3 (Go to Q8)

CONTINUED

2 OF 3

4. What agency or agencies maintain the corrections data you use and/or collect? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

5. For each agency listed in Q4 above, please indicate in Table A.1:

(a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).

(b) The form in which the data are provided.

TABLE A.1
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

6. What other agency or agencies maintain data on corrections which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC),
 GO TO MODULE B, PAGE 9. IF NOT, CONTINUE.

7a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of corrections data?

Yes 1 (Continue)
 No 2 GO TO MODULE B, PAGE 9

7b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of corrections data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2

Please specify _____

GO TO MODULE B, PAGE 9

8. For the corrections data you use and/or collect that are maintained by another agency or agencies:

- (a) Please list the names of these agencies.
- (b) Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

9. For each agency listed in Q8 above, please indicate in Table A.2:

- (a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).
- (b) The form in which the data are provided.

TABLE A.2
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

10. Table A.3 identifies the major types of data generally maintained on corrections. The data types have been divided into two categories: statistical data (data used in statistical analyses, program planning, and projections), and operational data (data used in the day-to-day functioning of your agency). For each type of data identified, please indicate:

In column (a), whether these data are maintained by your agency.
 In column (b), whether these data are updated on a regular basis by your agency.
 In column (c), how these data are obtained by your agency.

TABLE A.3
 CORRECTIONS DATA AVAILABILITY
 AND METHODS OF COMPILATION

	(a)		(b)		(c) How are these data obtained?					
	Are these data maintained by your agency?		Are these data updated on a regular basis?		From the agency's operational data	From periodic surveys	From unprocessed source data submitted by local agencies	From unprocessed source data submitted by other state agencies	From computer-processed data submitted by local or state agencies	From other sources
	Yes	No	Yes	No						
Statistical Data Types										
Admissions Records	1	2	1	2	1	2	3	4	5	6
Probation	1	2	1	2	1	2	3	4	5	6
Parole	1	2	1	2	1	2	3	4	5	6
Offender records (e.g., length of stay, characteristics)	1	2	1	2	1	2	3	4	5	6
Offender status	1	2	1	2	1	2	3	4	5	6
Management and administration - personnel	1	2	1	2	1	2	3	4	5	6
Management and administration - budget	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6
Operational Data Types										
Admissions/identification records	1	2	1	2	1	2	3	4	5	6
Offender profiles - medical/diagnostic	1	2	1	2	1	2	3	4	5	6
Offender profiles - scoring/scheduling	1	2	1	2	1	2	3	4	5	6
Movement status/offender tracking	1	2	1	2	1	2	3	4	5	6
Institutional records (e.g., disciplinary incident reports)	1	2	1	2	1	2	3	4	5	6
Parole	1	2	1	2	1	2	3	4	5	6
Probation	1	2	1	2	1	2	3	4	5	6
Management and administration - personnel	1	2	1	2	1	2	3	4	5	6
Management and administration - budget	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC),
GO TO Q12A. IF NOT, CONTINUE.

11a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of corrections data?

Yes 1 (Continue)
No 2 (Go to Q12a)

11b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of corrections data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2

Please specify _____

12a. For each of the agencies and agency types identified in Table A.4, indicate by circling the appropriate number, the extent to which each has access to data maintained in your corrections data base.

TABLE A. 4
EXCHANGE/TRANSFER OF DATA AMONG AGENCIES

Agency Type/Name	(a) No Access	(b) Access Limited to Published Data Only	(c) Access Limited to Edited Data Files Only	(d) Access Limited to Selected Operational Data Files Only	(e) Unlimited Access to All Operational Data Files	(f) Other: Please Specify
LOCAL AGENCIES (respond for each general agency type)						
Criminal Justice Agencies	1	2	3	4	5	6
Non-Criminal Justice Agencies	1	2	3	4	5	6
STATE AGENCIES (respond for each agency type listed)						
Police	1	2	3	4	5	6
Courts	1	2	3	4	5	6
Corrections	1	2	3	4	5	6
State Planning Agency	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6
FEDERAL AGENCIES (respond for each agency listed)						
FBI	1	2	3	4	5	6
Bureau of Prisons	1	2	3	4	5	6
LEAA	1	2	3	4	5	6
US Attorney's Office	1	2	3	4	5	6
Bureau of Alcohol, Tobacco and Firearms	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6

12b. If you indicated in Table A.4 that at least one agency has NO ACCESS (column a) to data maintained in your corrections data base, please explain below any special conditions why they do not have access to data maintained in your corrections data system. (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

12c. If you indicated in Table A.4 that at least one agency has LIMITED ACCESS (columns b, c, d) to data maintained in your corrections data base, please explain below any special conditions governing the degree to which data maintained in your corrections data system are made available to them? (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

13. Are the corrections data maintained by your agency in a computerized form or manually accessed form?

	Yes	No
Computerized	1	2
Manual	1	2

14. What other agency or agencies maintain data on corrections which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____

Agency 2: _____
Contact: _____
Phone Number: _____

Agency 3: _____
Contact: _____
Phone Number: _____

GO TO MODULE B, PAGE 9

MODULE B--COURTS

1. Does your agency maintain or make use of data on courts?
(Do not include data on juvenile courts.)

Yes 1 (Go to Q3)
No 2 (Continue)

2. What state agency or agencies would be most likely to maintain or use such data? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____

Agency 2: _____
Contact: _____
Phone Number: _____

Agency 3: _____
Contact: _____
Phone Number: _____

GO TO MODULE C, PAGE 17

3. Are the courts data you use and/or collect maintained on file by your agency or by another agency from which you obtain the data?

Your agency only 1 (Go to Q10)
Another agency only 2 (Continue)
Both your agency and another agency 3 (Go to Q8)

4. What agency or agencies maintain the courts data you use and/or collect? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

5. For each agency listed in Q4 above, please indicate in Table B.1:

(a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).

(b) The form in which the data are provided.

TABLE B.1
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

6. What other agency or agencies maintain data on courts which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC), GO TO MODULE C, PAGE 17. IF NOT, CONTINUE.

7a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of courts data?

Yes 1 (Continue)
 No 2 GO TO MODULE C, PAGE 17

7b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of courts data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2
Please specify _____		

GO TO MODULE C, PAGE 17

8. For the courts data you use and/or collect that are maintained by another agency or agencies:

- (a) Please list the names of these agencies.
- (b) Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

9. For each agency listed in Q8 above, please indicate in Table B.2:

- (a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).
- (b) The form in which the data are provided.

TABLE B.2
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

10. Table B.3 identifies the major types of data generally maintained on courts. The data types have been divided into two categories: statistical data (data used in statistical analyses, program planning, and projections), and operational data (data used in the day-to-day functioning of your agency). For each type of data identified, please indicate:

In column (a), whether these data are maintained by your agency. In column (b), whether these data are updated on a regular basis by your agency. In column (c), how these data are obtained by your agency.

TABLE B.3
 COURTS DATA AVAILABILITY
 AND METHODS OF COMPILATION

	(a)		(b)		(c) How are these data obtained?					
	Are these data maintained by your agency?		Are these data updated on a regular basis?		From the agency's operational data	From periodic surveys	From unprocessed source data submitted by local agencies	From unprocessed source data submitted by other state agencies	From computer-processed data submitted by local or state agencies	From other sources
	Yes	No	Yes	No						
Statistical Data Types										
Appellate	1	2	1	2	1	2	3	4	5	6
Criminal:										
- defendant	1	2	1	2	1	2	3	4	5	6
- transaction data	1	2	1	2	1	2	3	4	5	6
- pleas and dispositions	1	2	1	2	1	2	3	4	5	6
- sentencing data	1	2	1	2	1	2	3	4	5	6
- release data	1	2	1	2	1	2	3	4	5	6
- post-conviction data	1	2	1	2	1	2	3	4	5	6
Civil	1	2	1	2	1	2	3	4	5	6
Management and administration - personnel	1	2	1	2	1	2	3	4	5	6
Management and administration - budget	1	2	1	2	1	2	3	4	5	6
Prosecutor	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6
Operational Data Types										
Appellate	1	2	1	2	1	2	3	4	5	6
Criminal:										
- case history	1	2	1	2	1	2	3	4	5	6
- calendaring/scheduling	1	2	1	2	1	2	3	4	5	6
- notification	1	2	1	2	1	2	3	4	5	6
- assignment	1	2	1	2	1	2	3	4	5	6
- defendant identification	1	2	1	2	1	2	3	4	5	6
- charges/disposition	1	2	1	2	1	2	3	4	5	6
- sentencing	1	2	1	2	1	2	3	4	5	6
- continuances	1	2	1	2	1	2	3	4	5	6
- detainers/warrants	1	2	1	2	1	2	3	4	5	6
Civil	1	2	1	2	1	2	3	4	5	6
Management and administration - personnel	1	2	1	2	1	2	3	4	5	6
Management and administration - budget	1	2	1	2	1	2	3	4	5	6
Prosecutor	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC),
GO TO Q12A. IF NOT, CONTINUE.

11a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of courts data?

Yes 1 (Continue)
No 2 (Go to Q12a)

11b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of courts data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2

Please specify _____

12a. For each of the agencies and agency types identified in Table B.4, indicate by circling the appropriate number, the extent to which each has access to data maintained in your courts data base.

TABLE B. 4
EXCHANGE/TRANSFER OF DATA AMONG AGENCIES

Agency Type/Name	(a) No Access	(b) Access Limited to Published Data Only	(c) Access Limited to Edited Data Files Only	(d) Access Limited to Selected Operational Data Files Only	(e) Unlimited Access to ALL Operational Data Files	(f) Other: Please Specify
LOCAL AGENCIES (respond for each general agency type)						
Criminal Justice Agencies	1	2	3	4	5	6
Non-Criminal Justice Agencies	1	2	3	4	5	6
STATE AGENCIES (respond for each agency type listed)						
Police	1	2	3	4	5	6
Courts	1	2	3	4	5	6
Corrections	1	2	3	4	5	6
State Planning Agency	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6
FEDERAL AGENCIES (respond for each agency listed)						
FBI	1	2	3	4	5	6
Bureau of Prisons	1	2	3	4	5	6
LEAA	1	2	3	4	5	6
US Attorney's Office	1	2	3	4	5	6
Bureau of Alcohol, Tobacco and Firearms	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6

12b. If you indicated in Table B.4 that at least one agency has NO ACCESS (column a) to data maintained in your courts data base, please explain below any special conditions why they do not have access to data maintained in your courts data system. (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

12c. If you indicated in Table B.4 that at least one agency has LIMITED ACCESS (columns b, c, d) to data maintained in your courts data base, please explain below any special conditions governing the degree to which data maintained in your courts data system are made available to them? (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

13. Are the courts data maintained by your agency in a computerized form or manually accessed form?

	Yes	No
Computerized	1	2
Manual	1	2

14. What other agency or agencies maintain data on courts which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____

Agency 2: _____
Contact: _____
Phone Number: _____

Agency 3: _____
Contact: _____
Phone Number: _____

GO TO MODULE C, PAGE 17

MODULE C--JUVENILE JUSTICE

1. Does your agency maintain or make use of juvenile justice data?

Yes 1 (Go to Q3)
No 2 (Continue)

2. What state agency or agencies would be most likely to maintain or use such data? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____

Agency 2: _____
Contact: _____
Phone Number: _____

Agency 3: _____
Contact: _____
Phone Number: _____

GO TO MODULE D, PAGE 25

3. Are the juvenile justice data you use and/or collect maintained on file by your agency or by another agency from which you obtain the data?

Your agency only 1 (Go to Q10)
Another agency only 2 (Continue)
Both your agency and another agency 3 (Go to Q8)

4. What agency or agencies maintain the juvenile justice data you use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

5. For each agency listed in Q4 above, please indicate in Table C.1:

- (a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).
- (b) The form in which the data are provided.

TABLE C.1
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

6. What other agency or agencies maintain data on juvenile justice which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC),
 GO TO MODULE D, PAGE 25. IF NOT, CONTINUE.

7a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of juvenile justice data?

Yes 1 (Continue)
 No 2 GO TO MODULE D, PAGE 25

7b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of juvenile justice data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2

Please specify _____

GO TO MODULE D, PAGE 25

8. For the juvenile justice data you use and/or collect that are maintained by another agency or agencies:

- (a) Please list the names of these agencies.
- (b) Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

9. For each agency listed in Q8 above, please indicate in Table C.2:

- (a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).
- (b) The form in which the data are provided.

TABLE C.2
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

10. Table C.3 identifies the major types of data generally maintained on juvenile justice. The data types have been divided into two categories: statistical data (data used in statistical analyses, program planning, and projections), and operational data (data used in the day-to-day functioning of your agency). For each type of data identified, please indicate:

In column (a), whether these data are maintained by your agency. In column (b), whether these data are updated on a regular basis by your agency. In column (c), how these data are obtained by your agency.

TABLE C.3
 JUVENILE JUSTICE DATA AVAILABILITY
 AND METHODS OF COMPILATION

	(a)		(b)		(c) How are these data obtained?					
	Are these data maintained by your agency?		Are these data updated on a regular basis?		From the agency's operational data	From periodic surveys	From unprocessed source data submitted by local agencies	From unprocessed source data submitted by other state agencies	From computer-processed data submitted by local or state agencies	From other sources
	Yes	No	Yes	No						
<u>Statistical Data Types</u>										
Apprehension	1	2	1	2	1	2	3	4	5	6
Adjudication	1	2	1	2	1	2	3	4	5	6
After care	1	2	1	2	1	2	3	4	5	6
Family history	1	2	1	2	1	2	3	4	5	6
Criminal history (juvenile)	1	2	1	2	1	2	3	4	5	6
Detention records	1	2	1	2	1	2	3	4	5	6
Institutional records	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6
<u>Operational Data Types</u>										
Apprehension	1	2	1	2	1	2	3	4	5	6
Adjudication	1	2	1	2	1	2	3	4	5	6
After care	1	2	1	2	1	2	3	4	5	6
Contact reports	1	2	1	2	1	2	3	4	5	6
Referral reports	1	2	1	2	1	2	3	4	5	6
Family history	1	2	1	2	1	2	3	4	5	6
Criminal history (juvenile)	1	2	1	2	1	2	3	4	5	6
Diagnosis and classification	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC),
GO TO Q12A. IF NOT, CONTINUE.

11a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of juvenile justice data?

- Yes 1 (Continue)
- No 2 (Go to Q12a)

11b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of juvenile justice data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2
Please specify _____		

12a. For each of the agencies and agency types identified in Table C.4 indicate by circling the appropriate number the extent to which each has access to data maintained in your juvenile justice data base.

TABLE C.4
EXCHANGE/TRANSFER OF DATA AMONG AGENCIES

Agency Type/Name	(a) No Access	(b) Access Limited to Published Data Only	(c) Access Limited to Edited Data Files Only	(d) Access Limited to Selected Operational Data Files Only	(e) Unlimited Access to All Operational Data Files	(f) Other: Please Specify
LOCAL AGENCIES (respond for each general agency type)						
Criminal Justice Agencies	1	2	3	4	5	6
Non-Criminal Justice Agencies	1	2	3	4	5	6
STATE AGENCIES (respond for each agency type listed)						
Police	1	2	3	4	5	6
Courts	1	2	3	4	5	6
Corrections	1	2	3	4	5	6
State Planning Agency	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6
FEDERAL AGENCIES (respond for each agency listed)						
FBI	1	2	3	4	5	6
Bureau of Prisons	1	2	3	4	5	6
LEAA	1	2	3	4	5	6
US Attorney's Office	1	2	3	4	5	6
Bureau of Alcohol, Tobacco and Firearms	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6

12b. If you indicated in Table C.4 that at least one agency has NO ACCESS (column a) to data maintained in your juvenile justice data base, please explain below any special conditions why they do not have access to data maintained in your juvenile justice data system. (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

12c. If you indicated in Table C.4 that at least one agency has LIMITED ACCESS (columns b, c, d) to data maintained in your juvenile justice data base, please explain below any special conditions governing the degree to which data maintained in your juvenile justice data system are made available to them? (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

13. Are the juvenile justice data maintained by your agency in a computerized form or manually accessed form?

	Yes	No
Computerized	1	2
Manual	1	2

14. What other agency or agencies maintain data on juvenile justice which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____

Agency 2: _____
Contact: _____
Phone Number: _____

Agency 3: _____
Contact: _____
Phone Number: _____

GO TO MODULE D, PAGE 25

MODULE D--LAW ENFORCEMENT

1. Does your agency maintain or make use of data on law enforcement?

Yes 1 (Go to Q3)
No 2 (Continue)

2. What state agency or agencies would be most likely to maintain or use such data? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
Contact: _____
Phone Number: _____

Agency 2: _____
Contact: _____
Phone Number: _____

Agency 3: _____
Contact: _____
Phone Number: _____

GO TO SECTION II, PAGE 33

3. Are the law enforcement data you use and/or collect maintained on file by your agency or by another agency from which you obtain the data?

Your agency only 1 (Go to Q10)
Another agency only 2 (Continue)
Both your agency and another agency 3 (Go to Q8)

4. What agency or agencies maintain the law enforcement data you use and/or collect? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

5. For each agency listed in Q4 above, please indicate in Table D.1:

(a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).

(b) The form in which the data are provided.

TABLE D.1
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

6. What other agency or agencies maintain data on law enforcement which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC), GO TO SECTION II, PAGE 33. IF NOT, CONTINUE.

7a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of law enforcement data?

Yes 1 (Continue)
 No 2 GO TO SECTION II, PAGE 33

7b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of law enforcement data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2
Please specify _____		

GO TO SECTION II, PAGE 33

8. For the law enforcement data you use and/or collect that are maintained by another agency or agencies:

- (a) Please list the names of these agencies.
- (b) Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

9. For each agency listed in Q8 above, please indicate in Table D.2:

- (a) The type of data received from that agency: operational data (data used in the day-to-day functioning of your agency) and/or statistical data (data used in statistical analyses, program planning, and projections).
- (b) The form in which the data are provided.

TABLE D.2
 DATA TYPES AND FORMS

Agency	(a) Type of data received		(b) Form in which data are received.				
	Operational	Statistical	Computer Tape	Computer Printouts	Optical Character Reader Forms	Statistical Reports or Summaries	Other (Please Specify)
Agency 1	1	2	1	2	3	4	5 _____
Agency 2	1	2	1	2	3	4	5 _____
Agency 3	1	2	1	2	3	4	5 _____

10. Table D.3 identifies the major types of data generally maintained on law enforcement. The data types have been divided into two categories: statistical data (data used in statistical analyses, program planning, and projections), and operational data (data used in the day-to-day functioning of your agency). For each type of data identified, please indicate:

In column (a), whether these data are maintained by your agency. In column (b), whether these data are updated on a regular basis by your agency. In column (c), how these data are obtained by your agency.

TABLE D.3
 LAW ENFORCEMENT DATA AVAILABILITY
 AND METHODS OF COMPILATION

	(a)		(b)		(c) How are these data obtained?					
	Are these data maintained by your agency?		Are these data updated on a regular basis?		From the agency's operational data	From periodic surveys	From unprocessed source data submitted by local agencies	From unprocessed source data submitted by other state agencies	From computer-processed data submitted by local or state agencies	From other sources
	Yes	No	Yes	No						
Statistical Data Types										
Crime incidence (UCR)	1	2	1	2	1	2	3	4	5	6
Crime incidence (non-UCR)	1	2	1	2	1	2	3	4	5	6
Arrests/clearances	1	2	1	2	1	2	3	4	5	6
Offender profiles	1	2	1	2	1	2	3	4	5	6
Victim characteristics	1	2	1	2	1	2	3	4	5	6
Management and administration - personnel	1	2	1	2	1	2	3	4	5	6
Management and administration - budget	1	2	1	2	1	2	3	4	5	6
Dispositions	1	2	1	2	1	2	3	4	5	6
OBTS	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6
Operational Data Types										
Offense reports	1	2	1	2	1	2	3	4	5	6
Arrest reports (contact reports)	1	2	1	2	1	2	3	4	5	6
Identification/fingerprint reports	1	2	1	2	1	2	3	4	5	6
Criminal history records	1	2	1	2	1	2	3	4	5	6
Warrant/warrants	1	2	1	2	1	2	3	4	5	6
Offender/case tracking	1	2	1	2	1	2	3	4	5	6
Management and administration - personnel	1	2	1	2	1	2	3	4	5	6
Other (specify) _____	1	2	1	2	1	2	3	4	5	6

IF YOUR AGENCY IS A STATISTICAL ANALYSIS CENTER (SAC),
GO TO Q12A. IF NOT, CONTINUE.

11a. Does your state have a Statistical Analysis Center (SAC) that provides services relating to the use of law enforcement data?

Yes 1 (Continue)
No 2 (Go to Q12a)

11b. For each of the following services which may be provided by your Statistical Analysis Center (SAC), please indicate those services relating to the use of law enforcement data which have been utilized by your agency.

	Yes	No
Data collection	1	2
Data processing	1	2
Technical assistance	1	2
Other	1	2

Please specify _____

12a. For each of the agencies and agency types identified in Table D.4, indicate by circling the appropriate number the extent to which each has access to data maintained in your law enforcement data base.

TABLE D.4
EXCHANGE/TRANSFER OF DATA AMONG AGENCIES

Agency Type/Name	(a) No Access	(b) Access Limited to Published Data Only	(c) Access Limited to Edited Data Files Only	(d) Access Limited to Selected Operational Data Files Only	(e) Unlimited Access to All Operational Data Files	(f) Other: Please Specify
LOCAL AGENCIES (respond for each general agency type)						
Criminal Justice Agencies	1	2	3	4	5	6
Non-Criminal Justice Agencies	1	2	3	4	5	6
STATE AGENCIES (respond for each agency type listed)						
Police	1	2	3	4	5	6
Courts	1	2	3	4	5	6
Corrections	1	2	3	4	5	6
State Planning Agency	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6
FEDERAL AGENCIES (respond for each agency listed)						
FBI	1	2	3	4	5	6
Bureau of Prisons	1	2	3	4	5	6
LEAA	1	2	3	4	5	6
US Attorney's Office	1	2	3	4	5	6
Bureau of Alcohol, Tobacco and Firearms	1	2	3	4	5	6
Other (please specify)	1	2	3	4	5	6
	1	2	3	4	5	6

12b. If you indicated in Table D.4 that at least one agency has NO ACCESS (column a) to data maintained in your law enforcement data base, please explain below any special conditions why they do not have access to data maintained in your law enforcement data system. (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

12c. If you indicated in Table D.4 that at least one agency has LIMITED ACCESS (columns b, c, d) to data maintained in your law enforcement data base, please explain below any special conditions governing the degree to which data maintained in your law enforcement data system are made available to them? (For example, state security and privacy considerations, federal security and privacy considerations, historical precedents, organizational factors.)

<u>Agency</u>	<u>Reasons</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

13. Are the law enforcement data maintained by your agency in a computerized form or manually accessed form?

	Yes	No
Computerized	1	2
Manual	1	2

14. What other agency or agencies maintain data on law enforcement which you have not had occasion to use? Please provide a contact person's name and phone number, if possible.

Agency 1: _____
 Contact: _____
 Phone Number: _____

Agency 2: _____
 Contact: _____
 Phone Number: _____

Agency 3: _____
 Contact: _____
 Phone Number: _____

GO TO SECTION II, PAGE 33

SECTION II

Questions contained in Section II of this instrument are intended to seek information on the organization of the state criminal justice information system network.

1. To what one agency or office does your agency report directly?

Governor	1
Legislature	2
Attorney General	3
Department of Public Safety	4
Department of Corrections	5
Criminal Justice Information System (CJIS) Agency	6
State Court	7
Other (please specify) _____	8

2. What agencies or offices within the state criminal justice system report directly to your agency?

	Yes	No
Corrections	1	2
State Police	1	2
Statistical Analysis Center	1	2
Criminal Justice Council (State Planning Agency)	1	2
Pardon/Parole	1	2
Probations	1	2
Public Defender	1	2
Criminal Justice Information System (CJIS) agency	1	2
Other (please specify) _____	1	2

3a. Is your agency formally authorized to manage, analyze, or report on criminal justice information and statistics within your state?

Yes	1 (Continue)
No	2 (Go to Q4)

3b. What is the basis for this formal authorization to manage, analyze, or report on criminal justice information and statistics within your state?

	Yes	No
State Constitution	1	2
Legislation	1	2
Executive Order	1	2
Other (please specify) _____	1	2

3c. What are the specific requirements of this formal authorization as specified in response to Question No. 3b?

Please describe _____

4. Which of the following services does your agency provide to and/or receive from other agencies maintaining criminal justice data? Please list the name of the agencies to which the service is provided or from which the service is received.

	Service Provided By Your Agency			Service Received From Another Agency		
	Yes	No	Agencies	Yes	No	Agencies
Preparation of statistical summaries	1	2	_____	1	2	_____
Preparation of analytical reports	1	2	_____	1	2	_____
Preparation of data files for use by other agencies	1	2	_____	1	2	_____
Technical assistance in data collection	1	2	_____	1	2	_____
Technical assistance in data access	1	2	_____	1	2	_____
Technical assistance in data analysis	1	2	_____	1	2	_____
Other (please specify)	1	2	_____	1	2	_____

5. Does your agency use a computer in its data processing activities?
 Yes 1 (Continue)
 No 2 (Go to Q17)

6. Does your agency maintain and operate its own computing system?
 Yes 1 (Continue)
 No 2 (Go to Q10)

7. How is your computer system accessed?
 Terminal: on-line processing Yes No
 1 2
 Terminal: batch processing 1 2
 Central processing 1 2
 Other (please specify) _____ 1 2

8a. Is your computer used for operational data processing purposes (purposes related to the day-to-day functioning of your agency) and/or statistical data processing purposes (purposes such as statistical analysis, program planning, and projections)?
 Operational Yes No
 1 2
 Statistical 1 2

IF "YES" TO BOTH, CONTINUE. IF NOT, GO TO Q10

8b. Is the same computing system used for operational and statistical/analytical applications?
 Yes 1 (Continue)
 No 2 (Go to Q10)

8c. Do the operational uses of your system limit your use of this system for statistical/analytical applications?
 Yes 1 (Please explain below)
 No 2

9. What data base management and statistical processing capabilities are available to you on your system?

Data Base Management Packages		Statistical Packages			
	Yes	No			
System 2000	1	2	SPSS	1	2
Inquire	1	2	Statpak	1	2
Mark IV	1	2	Minitab	1	2
ADABAS	1	2	SAS	1	2
Model 204	1	2	BMD/BMDP	1	2
IBM IMS	1	2	MIDAS	1	2
DMS	1	2	OSIRIS	1	2
NOMAD	1	2	Other (please specify)	1	2
RAMIS	1	2			
Other (please specify)	1	2			

10. Does your agency have access to the computing facilities of another agency?

Yes 1 (Continue)
 Please specify name of agency _____
 No 2 (Go to Q14)

11. How is this computer system accessed?

	Yes	No
Terminal: on-line processing	1	2
Terminal: batch processing	1	2
Central processing	1	2
Other (please specify) _____	1	2

12a. Is this computer used for operational data processing purposes (purposes related to the day-to-day functioning of your agency) and/or statistical data processing purposes (purposes such as statistical analysis, program planning, and projections)?

	Yes	No
Operational	1	2
Statistical	1	2

IF "YES" TO BOTH, CONTINUE. IF NOT, GO TO Q13

12b. Is the same computing system used for operational and statistical/analytical applications?

Yes 1 (Continue)
 No 2 (Go to Q14)

12c. Do the operational uses of your system limit your use of this system for statistical/analytical applications?

Yes 1 (Please explain below)
 No 2

13. What data base management and statistical processing capabilities are available to you on your system?

Data Base Management Packages		Statistical Packages			
	Yes	No			
System 2000	1	2	SPSS	1	2
Inquire	1	2	Statpak	1	2
Mark IV	1	2	Minitab	1	2
ADABAS	1	2	SAS	1	2
Model 204	1	2	BMD/BMDP	1	2
IBM IMS	1	2	MIDAS	1	2
DMS	1	2	OSIRIS	1	2
NOMAD	1	2	Other (please specify)	1	2
RAMIS	1	2			
Other (please specify) _____	1	2			

14. Does your agency maintain its own computer programming staff?

Yes 1 (Go to Q16)
 No 2 (Continue)

15. What agency provides computer programming support to your activities?

16. Is the availability of computer services and computer support staff adequate to meet your needs?

	Adequate	Inadequate	
Computer Services	1		2 (Please explain below)
Computer Support Staff	1		2 (Please explain below)

Computer Services: _____

Computer Support Staff: _____

17. Does your agency maintain a staff of statisticians and/or criminal justice data analysts?

	Yes	No	
Statisticians	1	2	If "yes," how many? ____
CJS Analysts	1	2	If "yes," how many? ____

Name of respondent's agency _____

State _____ Length of time in present position _____

Name of respondent* _____

Title _____ Phone Number _____

THANK YOU FOR YOUR TIME AND EFFORT.
YOUR COOPERATION IS GREATLY APPRECIATED.

*Respondent names are needed so that a follow-up can be made, if necessary, to clarify any responses or obtain missing data. After each survey is finalized, the respondent name will be deleted from the questionnaire. At no time will respondent names be cited in any published reports or will responses be attributed to a particular individual.

**GENERAL
RESEARCH**  **CORPORATION**

7655 OLD SPRINGHOUSE ROAD
WESTGATE RESEARCH PARK
MCLEAN, VIRGINIA 22102
12 November 1980 (703) 893-5900

Dear:

General Research Corporation (GRC), a national planning and research organization, is under contract to the National Institute of Justice (NIJ) to conduct a survey of state agencies which collect, maintain, provide, or use criminal justice information and statistics. The purpose of the study is to describe state criminal justice information and statistical systems and to document the interaction between criminal justice agencies in these systems. By reporting to you the interagency data flows within your state and effective program components in other states, this study should help states to deal more efficiently with complex criminal justice problems that can only be resolved through cooperation between agencies, and not on an agency-by-agency basis.

We plan to contact a number of criminal justice personnel in your state during our telephone survey. The respondents were identified as being knowledgeable about your state's information systems in the areas of corrections, courts, juvenile justice, and law enforcement. Although the Directors of Criminal Justice Councils will not be surveyed in most states, we want you to be fully informed about the study, and therefore, have enclosed the list of survey respondents for your state.

The study plan has been reviewed by Mr. Michel Lettre, Director of the Criminal Justice Statistics Association (CJSA), and Mr. Thomas Parker, Executive Director of the National Criminal Justice Association (NCJA). CJSA, NCJA, and GRC ask your support in encouraging the respondents in your state to participate in the survey and to help make the results accurate, comprehensive, and useful to state agency personnel.

If you have any questions about the study, or any comments on your state's respondent list, please feel free to telephone me, collect, at (703) 893-5900.

Sincerely,

Mark Shugoll
Project Manager

MS/bec

Enclosure: a/s

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APPENDIX D
MANAGEMENT CONTROL LOGS

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INDIVIDUAL TELEPHONE CALL LOG

Interviewer: _____
Day of Week: _____

Date: _____

Name of Contact and State	Completed Interview	Scheduled Interview	Called Survey Back	Called to Call Survey	Refused Interview	* Referred to Other Respondent	Given * Updated Phone Number	Contact Not In	Contact* Busy Call Back	Non-Working Number	Follow Up Call	*** Other (specify) and Comments
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
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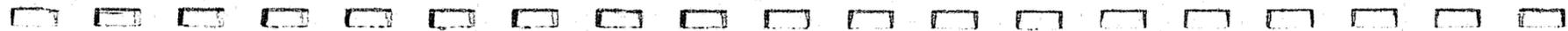
INTERVIEW SCHEDULE LOG

Interviewer: _____
 Day of Week: _____

Date: _____

GRC Time (EST)	Respondent's Time	Name of Respondent	Agency	State	Phone Number	
					Area Code	Number
8:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
9 AM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
9:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
10 AM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
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12:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
1 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
1:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
2 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
2:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
3 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
3:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
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5 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
5:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
6 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
6:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
7 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -
7:	- - - -	- - - - - - - -	- - - - - - - -	- - -	(-)	- - - -
8 PM	- - - -	- - - - - - - -	- - - - - - - -	- - -	()	- - - -

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END