



Client Agency

Mecklenburg County, North Carolina

Participating IJIS Institute Staff

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Dates Services Provided

June 12-15, 2006

Overview of Technical Assistance Request:

In May 2006, the Mecklenburg County Information Services and Technology group, on behalf of the Mecklenburg County Sheriff's Office, requested Technology Assistance (TA) from the IJIS Institute for the review of the Arrest Processing and Pre-Trial Release system initiative.

Specific TA engagement activities that were requested included the review of the available technology and best practices for the implementation of an Arrest Processing and Pre-Trial Release system in Mecklenburg County.

Type of Technical Assistance Services Provided

In order to perform the TA engagement, the IJIS Institute performed a three (3) day site visit in Charlotte, North Carolina. Meetings were held between various project stakeholders. The team reviewed documents provided by Mecklenburg County, interviewed key stakeholders, and participated in high-level walkthroughs of the Arrest Processing area and the Pre-Trial Release area.

Observations and Recommendations Overview

The current Mecklenburg County team is very enthusiastic and receptive to information that will lead to a successful project. They have extensive, detailed knowledge and have already completed several steps towards an integrated system. The Arrest Processing and Pre-Trial Release process at the Mecklenburg County Sheriff's facility comprises of two (2) primary processes. The current Mecklenburg County Arrest Processing and Pre-Trial Release system was developed 15-20 years ago.

Overall, there are several key areas that need to be considered and incorporated into the planning and implementation processes. These are Governance (Support Structure, decision making foundation), Human Resources (Who in-house can perform what tasks necessary to achieve goals), Finances (Funding source, rules, impact on timeline), Scope (Plan, Boundaries, Change control), Time (timeline, controls), Quality (Quality Controls), Communications (Progress reports and records, Who forms the network), Risk (Identification, Contingency Plans), Procurement (Rules, City, County, Grant), Integration (Method, Who develops the interfaces). Each of these key areas is important and has an interrelationship with the other key areas. A change in one area may have a direct impact on many of the other areas. The

Governance structure is the foundation to ensure that the interrelationships are known, managed, and communicated to all stakeholders.

A copy of the TA report can be found on the IJIS Institute website at www.ijis.org.

Contact Information

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