**Minutes from the Justice Reinvestment Policy Oversight Board meeting held remotely on October 4, 2021.**

**Time of meeting: 11:00am – 12:00pm**

EOTSS Secretary Curtis Wood opened the meeting at 11:04am.

Introductions and roll call of board members and guests; review of Agenda.

**AGENDA:**

1. Roll call
2. Review and approve meeting minutes from June 23, 2021
3. Update from EOPSS
4. Update from the data subcommittee
5. Board member comments
6. Public comments
7. Matters not reasonably anticipated by Chair

**Roll Call (Attorney Shannon Sullivan):**

Secretary Curt Wood, EOTSS: present

Chief Justice Paula Carey: present

James Dixon, CPCS: present

Tara MaGuire, for DA Cruz: present

Senator Brownsberger: present

Mike Molloy, MBA: present

Rahsaan Hall, ACLU: present

Rhiana Kohl, Governor’s Appointee: present

Gina Papagiorgakis, Governor’s Appointee: present

Brook Hopkins, Governor’s Appointee: present

Commissioner Carol Mici: not present

Michael Coelho, Probation: present

Alicia Rebello-Pradas, AG’s Office: present

Sheriff Koutoujian: present

Representative Carole Fiola: not present

Sue Terrey, EOPSS: present

**Review and approve meeting minutes from June 23, 2021:**

Motion to approve: moved by Chief Justice Paula Carey, seconded by Rhianna Kohl

Secretary Wood: approved

Chief Justice Paula Carey: approved

Senator Brownsberger: no response

Rahsaan Hall: approved

Rhiana Kohl: approved

Gina Papagiorgakis: approved

Alicia Rebello-Pradas: approved

Mike Coelho: approved

Sheriff Koutoujian: approved

Mike Molloy: abstained

Brook Hopkins: approved

Sue Terrey: approved

**Introduction**

Secretary Wood: we have been making progress; public comments will be held until asked.

Shannon Sullivan: this meeting is not being recorded. If anyone intends to record, please announce so anyone who does not want to be recorded can opt out.

**Update from EOPSS (Undersecretary Kerry Collins)**

Have been working hard since last meeting; significant progress. We have filed the regulations on September 20. This Board has been instrumental in working with my team. Public Hearing to be held October 25. Regulations have been provided to Attorney Sullivan. Understand data elements we need to correct. System will be determined later; a working group will have significant comment. With regulations, decided to hone in on key data elements so we can have criminal justice agencies report out on data in consistent standardized fashion. When it comes to the actual platform, will be helpful to have a working group to seek the group’s input. Other than that, the regulations that were filed were the ones this group has seen. We also hired a full-time project manager. Assistance of Gartner sharpened our focus to work together in concert. Also decided to focus on custodial agencies first, because we figured that with projects such as this, we want to start with the first part of the statute to report out on DOC and HOCs. We have meetings set up with both agencies. Want to establish the importance of good data in starts with SID and linking that to OBTN. Will be working with MSP, and data specialists, to understand how these agencies process information and link to OBTN and SID. Will stress the importance of those two identifiers for good data quality. We have the framework in place but have to make sure our processes work. Have developed a project plan to separate data-side from policy-side – booking, what do agencies take from the person, what documents they’re relying upon. Will work on how using SID and OBTN, and goal to come up with standardized plan in next 3 months. Once we set up analytics platform, DCJIS will be a key stakeholder. Have several public safety, DCJIS, MSP, Trial Court, and others on the executive steering committee, which meets weekly, to monitor progress and provide updates and feedback, and make sure meeting with subject matter experts. Any questions or concerns or roadblocks, this steering committee will also help us with these. Goal is to have MSP, Trial Court see the approach we will take to collect data, so when we are ready to work with those agencies they will have the opportunity to ask questions. Law enforcement community excited about this – understand the need for good data and to identify individuals consistently. Want to focus in first on custodial agencies, then Trial Court and police, the DA. Grateful for this Board’s help and feedback.

Secretary Wood: over last 60 days or so, focused on digesting what Gartner presented us, discussed internally, brought additional folks in including from Governor’s Strategic Innovation office. Have broken this into 2 tracks: operational side to make sure right processes in place across multiple agencies, and to wrap around policies and procedures. On data side, we are in 3–6-month sprints. 3-month, intend to set up a warehouse including DOC and Sheriff’s Office data. Not about collecting and putting into a data system, it’s about the policies and procedures that go around them. Will stand up a team, bringing in data subject matter experts and architects to build out this warehouse and prove out ability to do so. The next 3 months will think about use cases, business scenarios, what can’t we answer today with the data already in the Warehouse, etc. Already a back-end connection with Trial Court, so already have that data in some instances. Continue to meet across agencies to make sure we are aligned, and build a team out. Have made a lot of progress.

Undersecretary Collins: If anyone has any questions, please reach out to me! Will have even more progress by December 6th Board meeting.

Secretary Wood: agreed. We can start working with the data we already have. This group can be helpful with questions, research, equity, etc. The data team will start to work with use cases and will reach back in to Board for direction and guidance, to ensure compliance and that we are tracking and providing data as per the legislation. Will be a good exchange of ideas, needs and services. Data elements should be able to lend us a better view, global or individual. Will have to post RFP/RFR to bring in data team. Questions from Board?

Rahsaan Hall: Refreshing to hear the progress; encouraged to hear about the executive committee to create a sense of ownership and buy-in. In listening to composition of executive committee, it makes sense, but my concern comes with wanting to keep the North Star in this project. For legislation, don’t want to just track people better, we want to disrupt the system. The list of those part of the committee are important but was left wanting some way to ensure the North Star of this project and voices are going to be readily available in informing the processes all along. Secretary mentioned this is some of the work that has to be done from equities and outcomes, but this is the bell I will always ring.

Secretary Wood: Great point. For the Board, it was critical for us over past 3 months, and made a decision to make sure that we have our own house in order from a process-perspective – think this has been lacking, the actual awareness of day-to-day, from booking to collecting data elements and in the right way and consistent across landscapes. This has been a real challenge over the past several years; real lack of awareness and connectivity without SID to identify the person and connect services. Next 3-6 months is to build architecture, and to ensure Sheriffs and DOC accounting for all elements, and we can get those data sets into this central location so we can aggregate from other agencies somewhere. Important to reach back out to our advocates once we get this Warehouse built and operational, to drive research, business, social, etc. questions as there are different advocates and interests. But at end of day data should be able to inform all those interests. Need to make sure we have the right data elements at the end of the day. Have my commitment that we will start to advance the conversation with other additional groups once we have Warehouse up. From process-perspective, will take time to adjust and change as internal education and change management can take time.

Rhiana Kohl: Those of us in the position to respond to and provide data to agencies, we are sensitive to the different types of questions being posed and are unable to answer some the way the data is presented. Goal is to continue to hear those questions and answer those raised. Impressed and excited about the progress that has been made. Who is the Project Manager?

Undersecretary Collins: His name is KP, works for EOPSS. Has been involved working with Sheriffs upgrading their OMS system.

Rhiana Kohl: Things are moving quickly; we have been approached at different angles – IT people, SMEs, research and data analytics. Is what’s happening now an assessment of what everyone has? Questioning because we were getting into trying to translate – want to be careful that something’s in place to ensure not off on our own translating these elements we provide so not consistent.

Undersecretary Collins: This is why we are meeting with DOC then Sheriffs, to see how collecting in the first place, then coming up with a standardized framework to ensure collecting data consistently, so doesn’t shift depending on who is entering or the point in time. The Executive Steering Committee will help with this as well. Right that still in translation – our goal is consistently and this is what we are working towards for December.

Sheriff Koutoujian: We are probably not hyper-responsive. We have assigned Shawn Jenkins to represent us on newly formed Steering Committee. This has been put in place to take JRPOB into higher gear. 3-month work plan, to significantly update inmate management systems and booking to account for and implement process as mandated. Our teams have been meeting regularly, and KP met with us on LMS. Thank you, Secretary Wood for your leadership in assigning KP to us. Feel good about where we are in this process. Will continue to work with EOPSS and Secretary Wood and Undersecretary Collins. Sheriffs meet every month and subcommittees several times per month – this subject has been an agenda topic at our meetings. We think we can help this committee get to where we need to get.

Secretary Wood: Thank you. While KP is taking lead, we have other resources we are going to bring in, including change management resources, building out a data team, Gartner – will bring in skillsets we do not have in the Commonwealth. Want to be clear – will not let DULAs get in the way of this project. Will use my resources to make sure have appropriate processes and agreements in place to allow us to appropriately share data.

**Update from the data subcommittee (Kris Johnson presented a slide deck)**

Data Subcommittee created by this Board in Winter of this year, with goal of providing input from various stakeholders. What questions do we need to be able to answer, and what data do we need to answer? Committee comprised of constituents, EOPSS, Trial Courts, Sheriffs, DAs, community groups. To date, have met twice. Put together prioritized set of questions that stakeholders believe will be used as we think about data. Identified data attributes and documented known challenges to obtaining data. Produced a list of about 40 questions that various groups focused on. Three (3) categories: bias, program access and effectiveness, and reentry and recidivism. *Example questions given in slide deck, including process improvement questions.*

Secretary Wood: This conversation will continue. Look at this as foundational – still in process of building foundational infrastructure and data set that will expand and mature throughout this process. Challenging to get all data we have across multiple sources and use for own context. This approach of making sure we have the right architecture, driving policy and social justice questions, will help us drive out this database and ensure we are collecting appropriate data.

Sheriff Koutoujian: Would be important to track/document the mental health population as well, as this is a vulnerable population, and our numbers have increased since COVID. Concerned we are not also tracking that, to figure out if DMH case, internal case, etc.

Secretary Wood: Agree. From a process-perspective, will not wait 6-months to ask questions – we will hit the ground running. Smart way to think about this in terms of the population and the questions we need to answer today. This is transformational in terms of how we leverage data and collect it.

**Board member comments**

None.

**Public comments**

Dirck Stryker: reports listed in annual report: subcommittee on data, and Gartner’s report. Are those reports available? Also, when subcommittee was meeting, had members of the public on that – would like to continue that. Commend the Board and everyone working on this on progress.

Shannon Sullivan: The report for data subcommittee was the slide deck just shown, so will send those and other requested. Subcommittee meetings are posted the same as the Board.

John Bowman: If focus right now is custodial, want to raise question of bail. Did refer briefly just wanted to underscore importance of that. Can be influential piece of analysis and hope not running behind on getting DAs incorporated in this process.

Secretary Wood: Bail question is a part of this process. Important to note we are still building to ensure we have the appropriate elements to report out on. Have done work with Mike Coelho 5-6 years ago on bail, so recognize the importance. Dialogue with DA is ongoing, and we are working with them. They understand their importance in this process and we will continue to work with them.

Rhiana Kohl: Know initial focus on custody, but in terms of bail, not something we get information in our database for so looking forward to this.

**Matters not reasonably anticipated by Chair**

None.

Motion to adjourn: Rahsaan Hall, seconded by Rhianna Kohl

Meeting adjourned: 12:07