

## Edward Byrne Memorial Justice Assistance Grant (JAG) Program: FY 2010 Local Solicitation

The Caroline County Sheriff's Office, which is now a state accredited agency, has requested funds to support a new records management system (RMS) which will require new servers to support the upgrade. Due to the extreme financial issues that Virginia and Caroline County are facing, this grant may be the only way we will be able to help fund the project. The county has already furloughed the entire Sheriff's Office and reduced all employee pay to help with the revenue short fall. On May 25, 2010, I will speak with our governing body who will review this grant request for approval to apply for this grant. I had the county webmaster place a notice on the county website giving all citizens an opportunity to review the grant request and make comments. This grant will be placed on the agenda for discussion on May 25, 2010 at the public board meeting, which is open for public comment and shown on a local public TV channel.

The Caroline County Sheriff's Office is on notice as of 2010 that our current RMS provider will not support our records management system, as they will be removing themselves from the RMS business, so they will not be renewing our contract. We have been requesting quotes from vendors and they have viewed their systems to ensure that we will have the ability to convert the current information in our system. The Caroline County Sheriff's Office would not be able to function without a working records management system. We will be ineffective without vendor support.

The new system will allow us to achieve many things that were not possible in the past to include retain and create jobs for the Caroline County Sheriff's Office. The main function in order to accomplish this task is the reports and statistical information. The RMS system will allow us to create fields of information so we will be able to tabulate and analyze all information into the new system. The new system will allow us to collect specific geographic areas, which will be more specific and able to customize. This information will justify and support current staffing needs and the need for additional positions. The RMS will track work performance of our staff. This system will link with the LINx system, which it shares with counties from Virginia and Maryland, crime statistical information to determine any similarities or underlying causes that will reduce criminal activity. The system also allows other jurisdictions to view our criminal files. The RMS will enable the Sheriff's Office the ability to e-mail required DMV accident reports, scanning will be possible to increase the information on arrestees, scheduled print times for follow up of deputy case files. The system has an audit, case management, warrants, concealed weapons permit's, ticket storage, employee tracking, evidence tracking, field interview tracking, fleet maintenance, false alarms, civil process, community policing information, and gang activity. The stored crime case files will be networked throughout the entire Sheriff's Office as well as the Commonwealth Attorney's Office.

The following is the Caroline County Sheriff's Office implementation plan for the program and evaluations.

- a. Grant awarded \$12,112.00
- b. Enter into contract with vendor by 8-15-2010
- c. Purchase the servers by 10-1-2010
- d. Install system 10-2-2010 through 10-15-2010
- e. Training of employees on new system 10-16-2010 and thereafter
- f. Conduct survey with employees to evaluate the system 12-31-2010
- g. Address any issues with vendor which can be on going

The Caroline County Sheriff's Office is a very aggressive community-policing agency. If awarded the grant we will be more effective in the ability to serve the citizens and prevent future crimes not only in Caroline County but also in 219 other jurisdictions that will share the LINx network. Transportation has given the criminals the ability to cross state and county lines to avoid prosecution. It is imperative that we enhance the sharing of information in order to apprehend these criminals. The RMS is more than a computer system it is a direct link to the quality of life for all citizens of Caroline County.