

**IT INVESTMENT CAPITAL FUND  
PROJECT STATUS REPORT**

**To:** Information Technology Strategy and Investment Committee  
John Vittner, Office of Policy & Management

**FROM:** Brian Carlow, Deputy Chief Public Defender

**AGENCY/PROJECT NAME:** DPDS / Capabilities Improvement Program

**PROJECT MANAGER:** Frank DiMatteo

**REPORTING PERIOD:** Project Inception through 6/30/2015

**Total Funds Requested:** \$ 3,834,250

<b>Bond Commission Approval(s):</b>	Date: Apr. 2013	Amount: \$ 750,250
	Date: July 2014	Amount: \$ 460,000
	Date: Jan. 2015	Amount: \$ 360,000
	Date: Sept. 2015	Amount: \$1,280,000

**Accumulative Total Capital Fund Expenditures to Date:** \$1,174,185

**Brief Project Description/Summary:**

The Division's Strategic IT Plan is a five year program that strives to create a "best in class", client centered work environment that will increase the overall capabilities of the Division and give employees around the clock access to the information they need to do their jobs. Major accomplishments will include: (1) integrated access to CISS; (2) mobile and office technology that will provide access to a wide array of information; (3) a comprehensive Case Management System; 4) An updated technology infrastructure; and (5) a Brief and Motion Library. Business Benefits to this plan include: 1) Creation of a dedicated Case Management System that meets the needs of adult and juvenile clients; 2) Creation of standardized attorney and staff processes; 3) Wireless connectivity to the enhanced DPDS technology tools; 4) Creation of integrated information architecture; 5) Reduction in the use of paper files; 6) Human resource efficiencies that would allow for staff reductions, principally through attrition.

**Summary of Progress Achieved to Date:**

As of June 2016, progress continues with the program. Accomplishments have been made in the following areas and major milestones have been reached in the Case Management System Project:

**Case Management System:** The new Case Management System was extended to the one of the Division's specialty offices, the Juvenile Post-Conviction Unit. A customized version was created to accommodate this office's workflow, which is much different from previous implementations in the Adult and Juvenile field offices. This latest implementation was another major program milestone as this Unit's former system was antiquated and insufficient for its business processes and reporting needs. Replacing DPDS's current Case Tracking system with a new Case Management solution has been the most important project in the program as it affects all critical business needs of the Division. The next part of the system's implementation will be extending it to another specialty office, the Connecticut Innocence Project and Post Conviction Unit.

**Wireless Connectivity to DPDS Technology Tools:** As of June, 2016, a new laptop with a built-in wireless broadband adapter has been deployed to all of the Division's full-time attorneys, as well as a significant percentage of social workers and investigators. Once CISS is released, accessing that system along with the Division's case management system, through these broadband adapters will provide

attorneys, investigators, and social workers a mobile platform to access important information, thereby increasing staff efficiency.

**Issues and Risks:**

Key Issues and risks to the Plan continue to be the following:

Funding and budget constraints

Timing with CISS releases

Cooperation and availability of other State Agencies that DPDS depends on for network connectivity and information access

**Next Steps & Project Milestones:**

Implementation of the Division's case management system to the Connecticut Innocence Project and Post Conviction Unit would represent the next significant program milestone. Once the system is implemented in this office, providing wireless access to the system and to CISS would be a considerable achievement.