

File No. 110011

Committee Item No. 5  
Board Item No. 36

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee PUBLIC SAFETY

Date 2/17/11

Board of Supervisors Meeting

Date 3-1-11

**Cmte Board**

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| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance                                    |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form (for hearings)             |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

**OTHER**

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Completed by: Gail Johnson  
Completed by: AG

Date 2/14/11  
Date 2/22/11

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

23

1 [Administrative Code - Composition - Justice Tracking Information System Committee  
2 Governance Council]

3 **Ordinance amending San Francisco Administrative Code Section 2A.85 to add the City**  
4 **Administrator as a member of the Justice Tracking Information System (JUSTIS)**  
5 **Committee Governance Council and to designate the City Administrator as the Chair of**  
6 **the Council.**

7 NOTE: Additions are single-underline italics Times New Roman;  
8 deletions are ~~strike-through italics Times New Roman~~.  
9 Board amendment additions are double-underlined;  
Board amendment deletions are ~~strikethrough normal~~.

10 Be it ordained by the People of the City and County of San Francisco:

11 Section 1. The San Francisco Administrative Code is hereby amended by amending  
12 Section 2A.85, to read as follows:

13 **SEC. 2A.85. JUSTICE TRACKING INFORMATION SYSTEM (JUSTIS) COMMITTEE**  
14 **GOVERNANCE COUNCIL.**

15 (a) Creation of Council. The Board of Supervisors hereby creates a Governance  
16 Council comprised of representatives of all participating criminal justice agencies in the City  
17 and County of San Francisco, or agencies that operate programs integrally related to the  
18 criminal justice system, to establish policy related to implementation and ongoing operation of  
19 JUSTIS (Justice Tracking Information System). JUSTIS is an integrated criminal justice  
20 information system serving participating criminal justice agencies in San Francisco.

21 (b) Functions of the JUSTIS Governance Council. The responsibility of the JUSTIS  
22 Governance Council include the following:

23 1. Setting priorities and approving direction for project development and  
24 enhancements;

1           2. Reviewing, approving, and submitting annual and supplemental appropriations  
2 requests.

3           3. Approving vendor contracts.

4           (c) Membership. The membership of the JUSTIS Governance Council shall be  
5 composed of the heads of the following agencies:

6           (1) San Francisco Superior Court

7           (2) District Attorney

8           (3) Public Defender

9           (4) Sheriff

10          (5) Adult Probation Department

11          (6) Police Department

12          (7) ~~Emergency Communications~~ Department of Emergency Management

13          (8) Juvenile Probation Department

14          (9) Mayor's ~~Office Criminal Justice Council~~

15          (10) Department on the Status of Women

16          (11) City Administrator

17          ~~(12) Department of Technology Telecommunications and Information Services~~ (non-voting)

18          (d) Chair and Co-Chair of Council. The ~~Director of the Mayor's Criminal Justice Council~~  
19 City Administrator shall serve as the permanent Chair. The Co-Chair, selected from among  
20 voting members, shall serve on an annual rotating basis.

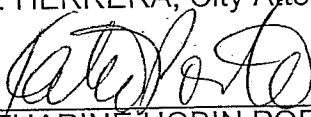
21          (e) Meeting Frequency. The JUSTIS Governance Council shall meet at least twice  
22 annually. The Chair may call a special or emergency meeting as needed.

23          (f) Voting. Each voting agency shall have one equal vote. Only department heads or  
24 their authorized designees may vote. A designee must be authorized by the Department  
25 Head to vote on all action items at the meeting.

1 (g) Staffing. Each participating Department shall assign staff as needed to support the  
2 implementation of JUSTIS.

3 APPROVED AS TO FORM:  
4 DENNIS J. HERRERA, City Attorney

5 By:

  
6 KATHARINE HOBIN PORTER  
7 Deputy City Attorney  
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**LEGISLATIVE DIGEST**

[Composition - Justice Tracking Information System Committee Governance Council]

**Ordinance amending San Francisco Administrative Code Section 2A.85 to add the City Administrator as a member of the Justice Tracking Information System (JUSTIS) Committee Governing Council and to designate the City Administrator as the Chair of the Council.**

**Existing Law**

San Francisco Administrative Code Section 2A.85 establishes the Justice Tracking Information System (JUSTIS) Committee Governing Council, and sets the Council's functions, membership, meeting schedule, voting requirements and staffing. Under Section 2A.85, the Director of the Mayor's Office of Criminal Justice is the permanent Chair of the Council.

**Amendments to Current Law**

The proposed ordinance adds the City Administrator as a member of the JUSTIS Committee Governing Council, and makes the City Administrator the permanent Chair of the Council. The proposed ordinance also updates the names of other members of the Council, e.g., Department of Telecommunications and Information Services is updated to reflect the current name Department of Technology.



TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: *for* Mayor Gavin Newsom *ST*  
RE: Composition - Justice Tracking Information System Committee  
Governance Council  
DATE: January 4, 2011

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Dear Madame Clerk:

Attached for introduction to the Board of Supervisors is the Ordinance amending San Francisco Administrative Code Section 2A.85 to add the City Administrator as a member of the Justice Tracking Information System (JUSTIS) Committee Governing Council and to designate the City Administrator as the Chair of the Council.

I request that this item be calendared in Government Audit & Oversight Committee.

Should you have any questions, please contact Starr Terrell (415) 554-5262.

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