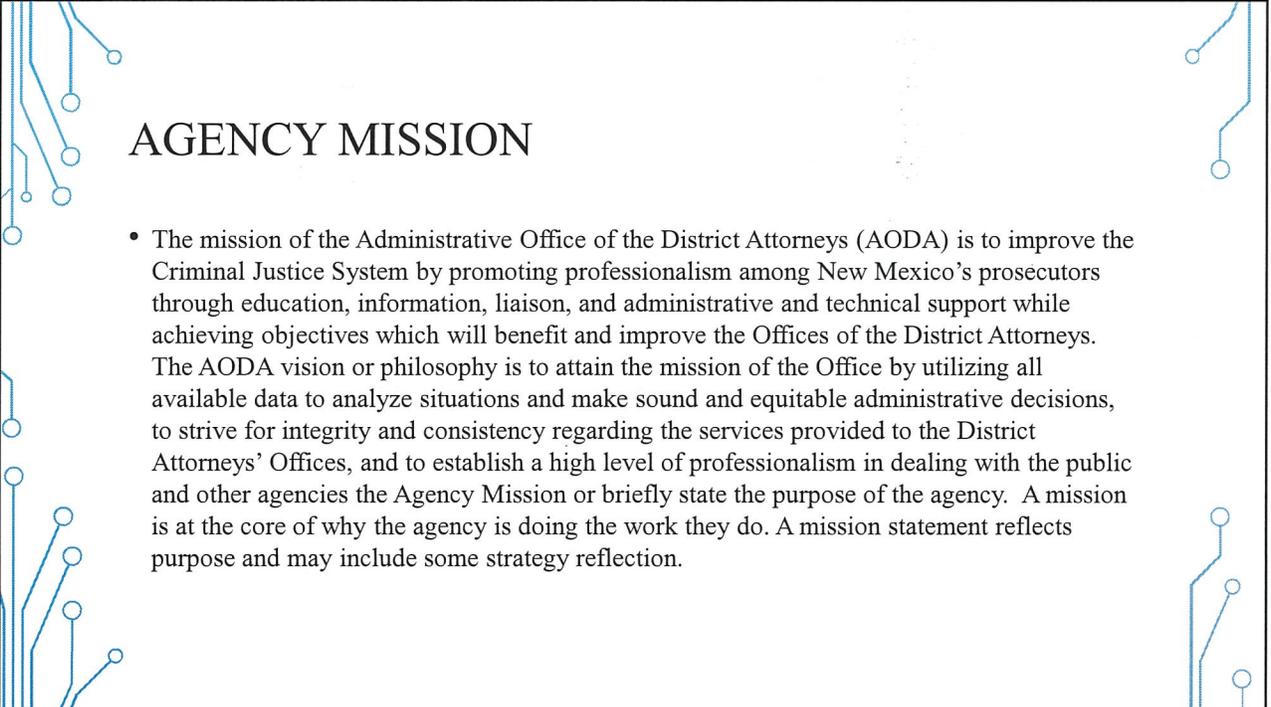


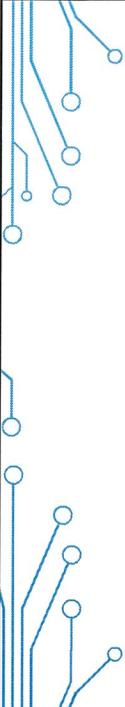
ADMINISTRATIVE OFFICE OF THE DISTRICT ATTORNEYS (AODA) 26400

DIRECTOR: HENRY R. VALDEZ



AGENCY MISSION

- The mission of the Administrative Office of the District Attorneys (AODA) is to improve the Criminal Justice System by promoting professionalism among New Mexico's prosecutors through education, information, liaison, and administrative and technical support while achieving objectives which will benefit and improve the Offices of the District Attorneys. The AODA vision or philosophy is to attain the mission of the Office by utilizing all available data to analyze situations and make sound and equitable administrative decisions, to strive for integrity and consistency regarding the services provided to the District Attorneys' Offices, and to establish a high level of professionalism in dealing with the public and other agencies the Agency Mission or briefly state the purpose of the agency. A mission is at the core of why the agency is doing the work they do. A mission statement reflects purpose and may include some strategy reflection.



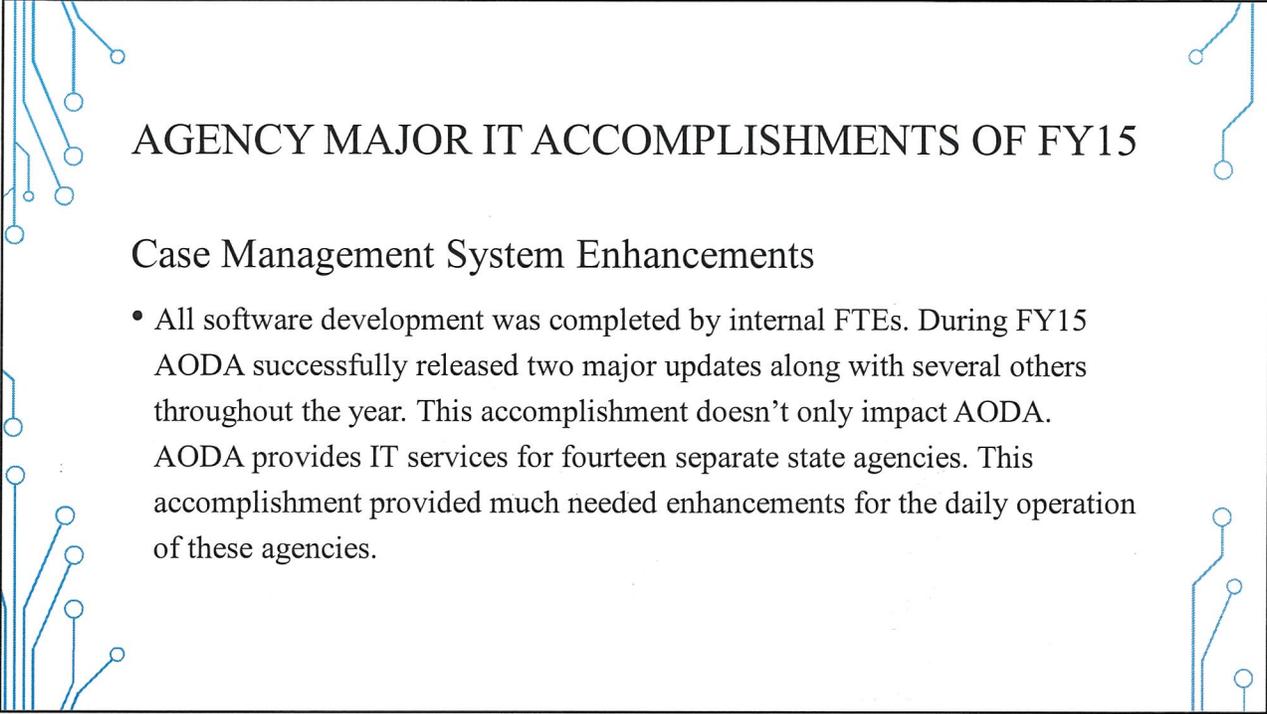
AGENCY VISION

- The Administrative Office of the District Attorney's vision, as it relates to Information Technology, is to provide our clients with secure, reliable, and leading edge technology. We achieve excellence in the delivery of voice, data, and application development services by identifying ways in which the District Attorneys' can work more efficiently through technology to better serve the general public



AGENCY DESCRIPTION

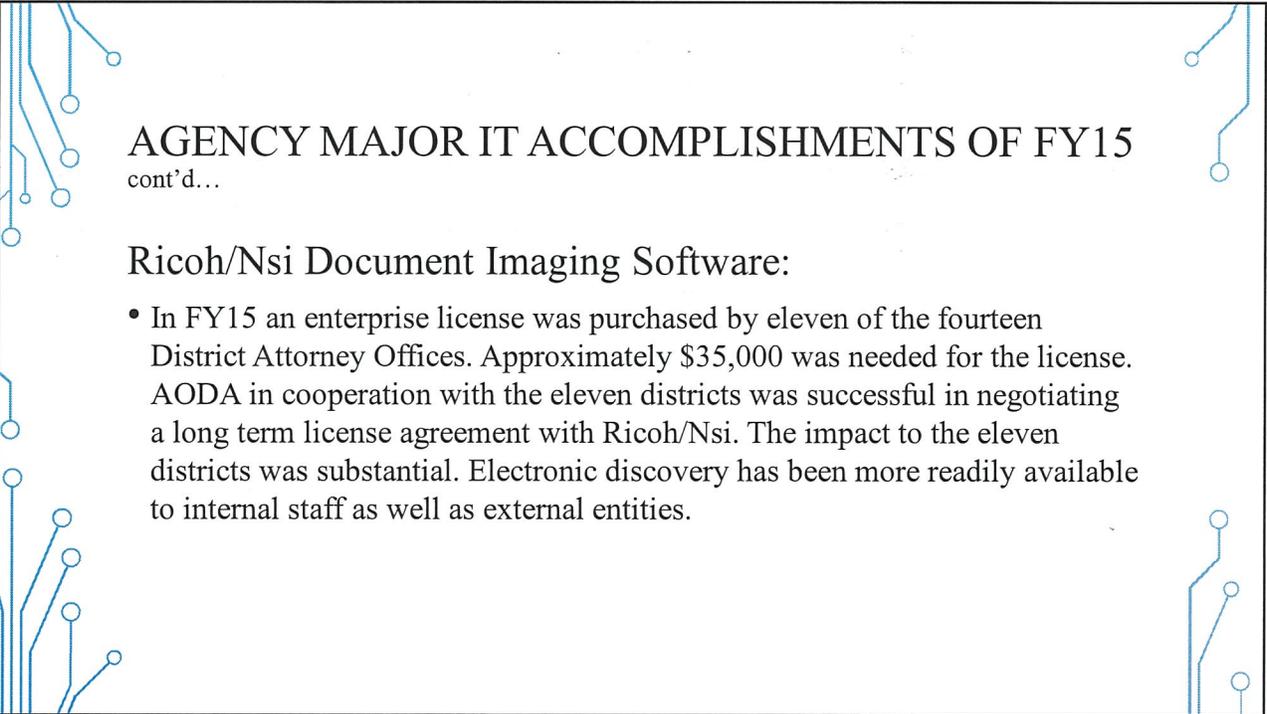
- The Administrative Office of the District Attorneys (AODA) is responsible for providing administrative and technical support for all fourteen (14) Judicial Districts in the state through the standardization and coordination of staff development, human resource a fiscal guidance, central victim notification, development and implementation of an automated case management and tracking system, and by acting as the central communication link with other criminal justice agencies.
- The entire agency consists of sixteen(16) authorized permanent FTE positions. Of these sixteen (16) positions, eight(8) are in the information technology division. We have two (2) statewide offices; located in Santa Fe and Albuquerque. Finally, our primary Network Operation Center (NOC) is located in Albuquerque at CenturyLink's Data Center.



AGENCY MAJOR IT ACCOMPLISHMENTS OF FY15

Case Management System Enhancements

- All software development was completed by internal FTEs. During FY15 AODA successfully released two major updates along with several others throughout the year. This accomplishment doesn't only impact AODA. AODA provides IT services for fourteen separate state agencies. This accomplishment provided much needed enhancements for the daily operation of these agencies.



AGENCY MAJOR IT ACCOMPLISHMENTS OF FY15 cont'd...

Ricoh/Nsi Document Imaging Software:

- In FY15 an enterprise license was purchased by eleven of the fourteen District Attorney Offices. Approximately \$35,000 was needed for the license. AODA in cooperation with the eleven districts was successful in negotiating a long term license agreement with Ricoh/Nsi. The impact to the eleven districts was substantial. Electronic discovery has been more readily available to internal staff as well as external entities.



AGENCY MAJOR IT ACCOMPLISHMENTS OF FY15

cont'd...

Enterprise Technical Support

- Enterprise support was provided by internal FTEs. AODA provided timely and accurate technical support to all fourteen jurisdictions, other state partners, as well as external entities. These entities include Public Defender, Private Attorneys, Attorney General, and other state entities. AODA proactively responds to technical inquiries daily throughout the state. AODA directly impacts the overall operation of all fourteen judicial districts.
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AGENCY MAJOR IT ACCOMPLISHMENTS OF FY15

cont'd...

Enterprise Security

- Enterprise security is provided by internal FTEs. During FY15 AODA successfully redesigned the MPLS circuits, all access-lists were audited, all edge Routers were enhanced, and logging was enabled. This accomplishment directly impacts the level of security for all judicial districts.
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CHANGES IN FEDERAL OR STATE REQUIREMENTS

IT Impact

- When the State legislature modifies or creates a new statute, it requires modification to our internal Case Management System (CMS). These modifications often require countless hours of design, testing, and implementation. Also, AODA maintains the statewide charge code table. The table is used by various criminal justice agencies, provides uniform charging data. The plan for several years has been to request FTEs to facilitate these charges and enhancements. AODA has had limited success in obtaining the needed FTEs to effectively manage CMS and its many security issues.

PERSONNEL EXPANSION REQUEST

Data Base Administrator/Assistant IT Manager \$83,064.30

- The Administrative Office of the District Attorney is in dire need of an additional new FTE to augment the Automation staff. Because the DA's Automation System has become much more sophisticated, and because the number of users continues to increase, currently at 900+. AODA can no longer maintain the Wide Area Network/Frame Relay System, provide enhancements and updates to the DA Case Management Systems, install both hardware and software, train users, maintain the Intranet web page, maintain all Local Area Networks within fourteen (14) judicial districts, and procure all automation equipment. The current level of staffing is extremely low and the current staff cannot maintain their current level of productivity without additional assistance.
- This position is greatly needed to develop and maintain the New Mexico State Automated Victim Information Notification (NM SAVIN) project. This position allows for the compliance of statute number "31-26-12", which requires notification to victims of enumerated crimes. NM SAVIN is a project that, using our agency's Case Management System, can automatically notify victims of the current status of the case, or when a case or an event has been updated or is scheduled. NM SAVIN would also allow for the sharing of information between Department of Corrections (DOC), Statewide Jail System, Children, Youth and Family Department (CYFD), and Administrative Office of the Courts (AOC). The sharing of information with these agencies would allow for better overall service to our victims and families. NM SAVIN would include a system where notifications would go out to defendants, notifying them of their upcoming hearing. This would greatly increase the number of defendants appearing at hearings.

AGENCY'S CRITICAL IT PROJECTS & SOFTWARE NEEDED

❖ Server Virtualization: \$80,000

- To virtualize all application servers and several files.
- Physical servers to support the virtualization project.

❖ Network Switches: \$30,000

- To implement a 10-gig switch backbone and the network operation center.
- 10-gig switches to support the application and network services provided by AODA

❖ Desktop Replacement: \$90,000

- Many of AODA's clients are in need of a desktop refresh. Many districts have been successful in replacing their own equipment, but there are many that need assistance.
- Leading edge desktop and laptop computers

❖ Security Appliances, Assessments, & Proactive Security Monitoring Services: \$75,000

- To increase network and application security, security assessments proactive monitoring, and IPS/IDS.
- IPS/IDS equipment, cyber security monitoring, annual security assessments to include active hardening.

❖ Storage: \$85,000

- Increase our storage capabilities, video disclosure, and data replication.
- Network Attached Storage (NAS)/Storage Area Network (SAN): prevent against data loss due to hardware failure

AGENCY NETWORK SECURITY NEEDS

IT Services: \$75,000

- Today's computer infrastructures are dynamic, with variables changing constantly. A network assessment is critical to an organization to help identify and document network security posture, identify and protect critical information assets, pinpoint specific vulnerabilities and recommend appropriate steps to mitigate them, develop awareness and enhance internal skills and expertise, and finally promote proactive security actions. Network assessments and hardening significantly help our organization by proactively analyzing our security and network reliability. During the past several years AODA hasn't been able to conduct an application/network assessment. A periodic security assessment is an important part of our organization's preventive maintenance plan. There are many benefits to doing periodic assessments beyond simply complying with government regulations. Undertaking regular assessments can help find out whether security has already been compromised, stay on top of security threats, and making sure staff is being vigilant by maintaining a focus on IT security.

AGENCY NETWORK SECURITY NEEDS

cont'd...

IT Supplies & Inventory: \$137,000

- Content Filtering is software designed and optimized for controlling what content is permitted to a user, especially when it is used to restrict material delivered over the Internet via the Web, e-mail, or other means. Currently AODA uses Websense. Websense has been used for several years to protect our infrastructure from Spam. During our most recent security assessment, it was recommended we implement some type of email encryption.
- Advanced Authentication (AA) needed: Criminal Justice Information Services (CJIS) compliance requires that an application hosting critical, personal information such as fingerprint records, criminal histories, and sex offender registrations should be accessible only using multi-factor authentication or "Advanced Authentication" (AA). The compliance policy also states that multi-factor authentication policy should be implemented for all agencies that have access to the target application hosting aforementioned critical data. Advanced Authentication (AA) also called Multi-Factor or Two-Factor authentication provides for additional security to the typical user. The first credential needed is considered "something user has or "someone the user is." The second credential needed is considered "something user knows."

AGENCY NETWORK INFRASTRUCTURE NEEDS

License Renewal: \$60,000

- Funding is critically need for additional and the renewal of software licences. In addition AODA provides some IT equipment such as training computers, printers and monitors for all DA's offices statewide. These items remain property of the AODA but provide temporary solution when a DA's office's equipment fails.

AGENCY NETWORK INFRASTRUCTURE NEEDS

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Telecom: \$400,000

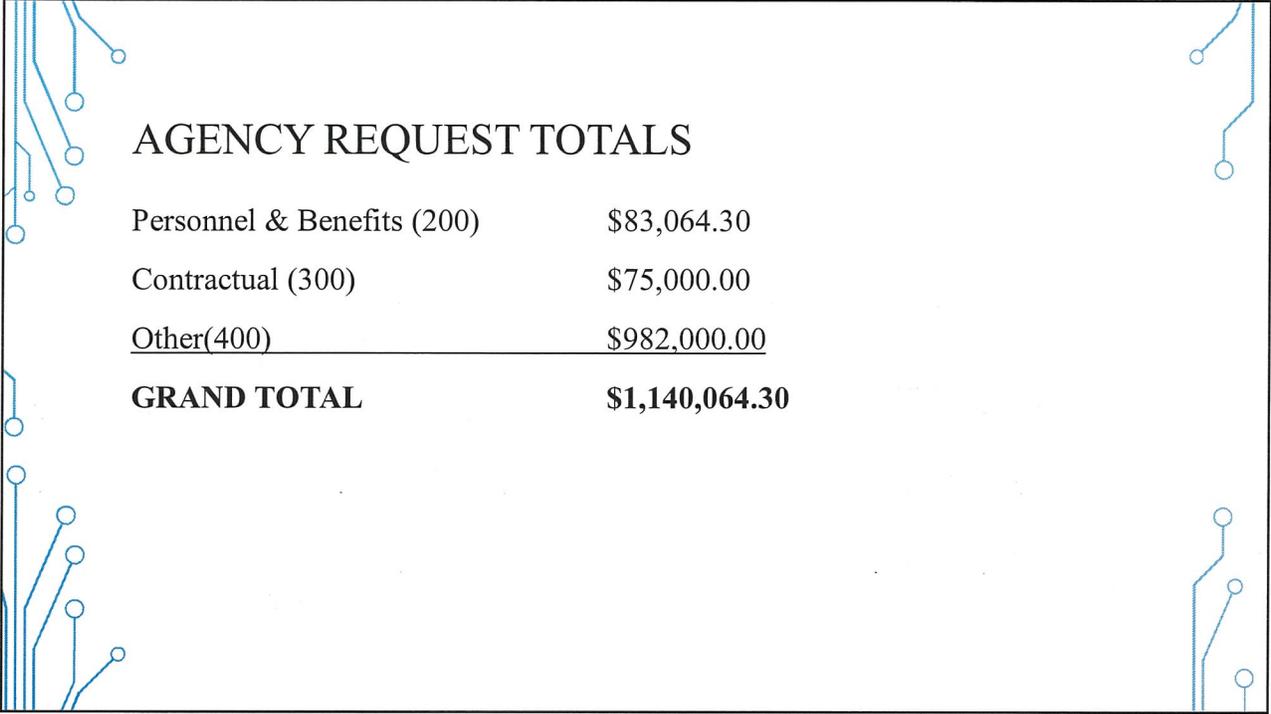
- Funding needed for the costs of agency's phone, internet, cell phone and long distance services. In addition AODA pays all data service fees for all DA's office statewide All are important to the communication needs of this agency and to the DA's offices statewide. Increase is due to the need of additional bandwidth. AODA was forced to triple bandwidth due to the increase of data traffic increase statewide. Websense is a content filtering application or appliance. It enforces Internet usage policies by blocking access to Web sites and Internet applications that are not related to business, and eliminates spyware and other forms of malware from our organization. This is an essential tool for managing our core Internet circuit. Mail Control blocks inbound and outbound email threats from our infrastructure, also allows administrators to create custom white and black lists. This tool significantly decreases SPAM type email. SPAM email can flood our email system causing signification downtime. Kaspersky Anti-Virus protects our organization against from viruses, adware, backdoors, Trojan horses and worms. Many viruses have complex code that can destroy hard drives, hard drives that store critical data and possible extract private information. Many of our internal hard drives store private criminal information to include criminal histories. In addition, AODA has moved its network operating center to Century Link. This new center provides the necessary climate control, security and fail safe power for the case management system, email server and New Mexico Statewide Victim Information Notification system.

AGENCY NETWORK INFRASTRUCTURE NEEDS

cont'd...

IT Equipment: \$25,000

- Funding is needed to purchase hardware needed to maintain the ever changing DA information network. Botnet is an annual license for our core Cisco ASA Firewall. The Botnet Traffic Filter monitors network ports across all ports and protocols for rogue activity, and detects infected internal endpoints or bots sending command and control traffic back to a host on the Internet.



AGENCY REQUEST TOTALS

Personnel & Benefits (200)	\$83,064.30
Contractual (300)	\$75,000.00
<u>Other(400)</u>	<u>\$982,000.00</u>
GRAND TOTAL	\$1,140,064.30