

GLENN A. GRANT

Administrative Director of the Courts

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To:	Assignment Judges Trial Court Administrators	DIRECTIVE: # 22-23
From:	Glenn A. Grant, Administrative Direct	
Subj:	Criminal Justice Reform - Changes to the Safety Assessment Run by Law Enforcemen	e Preliminary Public t
Date:	December 13, 2023	

This Directive advises of changes to the method in which a Preliminary Public Safety Assessment (Preliminary PSA) is generated. Available immediately, an automatic Preliminary PSA will generate once a law enforcement officer has fingerprinted a defendant using an approved LiveScan fingerprinting device and then selects to request a complaint-warrant in eCDR. This feature will be added to all complaint generation in a future enhancement.

In its June 2023 report, the Reconvened Joint Committee on Criminal Justice (JCCJ) issued 31 new recommendations to help improve Criminal Justice Reform (CJR). Recommendation 5, put forth by law enforcement representatives, sought to automate the Preliminary PSA to assist law enforcement staff. Recommendation 5 of the Reconvened JCCJ Report specifically states:

"The Judiciary should seek to modify its eCDR system so that a Preliminary PSA is automatically generated for law enforcement once a defendant has been fingerprinted and a complaint initiated."

This Directive effectuates Recommendation 5.

Accordingly, once law enforcement fingerprints a defendant in accordance with current LiveScan procedures, and as required by Attorney General Law Enforcement Directive 2016-6 v.3.0 ("Modification of Directive Establishing Interim Policies, Practices, and Procedures to Implement Criminal Justice Reform









Directive #22-23 (Preliminary PSA Changes) December 13, 2023 Page 2 of 2

Pursuant to P.L. 2015, c. 31), a Preliminary PSA will automatically generate. Once the automatic Preliminary PSA is generated, it will be available in the case jacket of the eCourts system for reference.

The attached "eCDR – Municipal Release Notes" provides detailed operational guidance.

Conclusion

Questions or comments may be directed to the Criminal Practice Division at (609)815-2900, ext. 55300 or <u>AOCCrimPrac.mbx@njcourts.gov</u>.

Attachment: "eCDR – Municipal Release Notes 12/08/2023"

cc: Chief Justice Stuart Rabner Hon. Thomas W. Sumners, Jr. Hon. Heidi Willis Currier Criminal Division Judges Municipal Division Judges Family Division Judges Matthew Platkin, Attorney General Colonel Patrick Callahan, Superintendent of the New Jersey State Police J. Stephen Ferketic, Director of the Division of Criminal Justice Steven D. Bonville, Chief of Staff AOC Directors and Assistant Directors Special Assistants to the Administrative Director Criminal Division Managers and Assistant Division Managers Municipal Division Managers and Assistant Division Managers Family Division Managers and Assistant Division Managers Justin M. Patterson Moles, Chief, Criminal Practice Nicholas W. Salamon, Chief, Criminal Practice Stephanie Ullman, Assistant Chief, Criminal Practice Virginia Spitale, Assistant Chief, Criminal Practice



Administrative Office of the Courts Automated Trial Court Services Unit

eCDR – Municipal Release Notes 12/08/2023

PSA



eCDR has been enhanced to automatically run the PSA when a 'To Be Determined' complaint is generated using a livescan record. For more information, click <u>here</u>. eCDR has been enhanced to automatically run the PSA when a 'To Be determined' complaint is generated using a livescan record.

1. Once the 'To Be Determined' complaint is generated using a livescan record, click 'Submit' on the 'Involved Persons' tab.

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	Defendant	Complaint	Charges and Narratives	Affidavit of Probable Cause	PLEIR	Involved Persons		
	Involved Pe	rsons						
		Туре				Name	Address	Delete
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	⊕ Add it	em						
							<< Back Submit	

2. The PSA will be displayed automatically in a separate window. Review the PSA report and close the PSA window.



3. Click 'Review Draft Certification' to review the complaint.

Complaints	Petitions	Gun Permits	🗎 1214-Complaint ×				
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PSA has bee PSA' button	n already ru to view the l	n for this compla latest PSA Docun	int. Please click 'View nent.		View PSA	ReRun PSA	
You must se	lect the Rev	iew Draft Certif	ication option to contin	ue the process.			
Press the 'Re court. Only o Review Draf	eview Draft C one signature t Certification	ertification' butt will be required	on to submit this complai to certify and submit this	nt for review or to th complaint to the cou	ne urt.		

4. Review the complaint and close the complaint.

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Bignature of Court	Astronistrator or Deputy Court Administrator	Date Signature of Judge t Signature and Title of Judgial Office	er issuing Warrant	Date	, Q				

5. Select the appropriate option to submit the complaint.

Complaints	Petitions	Gun Permits	🗎 1214-Complaint ×	
COMPLAINT	1214 2023 0	03435 David Mil	ler WIP View Case Jacket	
PSA has bee PSA' button	n already run to view the l	for this compla atest PSA Docum	int. Please click 'View nent.	View PSA ReRun PSA
Upon furthe	er review of t	his case, I am r	equesting a Summons rather than a Warrant.	Summons
Submit to c	ounty prosec	utor/senior offi	cer/DCJ for review.	Submit For Review
I am electro cause deter	nically certify mination.	ying and submit	ing this complaint to the court for a probable	Submit to Court
Do not subi	nit this comp	laint to the cou	rt at this time.	Close

Note: If the PSA cannot be automatically generated, a message will be displayed to run the PSA manually. Click 'Run PSA' and/or proceed with the complaint.

eCDR/eMACS ▼ CASE J	ACKET
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Run PSA manually	Run PSA
You must select the Review	v Draft Certification option to continue the process.
Review Draft Certification	
	Close

Note: If the PSA system is unavailable, a message will be displayed. Click 'Run PSA' to run the PSA manually and/or proceed with the complaint.

Errors: ERROR: PSA SYSTEM NOT AVAILABLE, PLEASE CONTACT HELPDESK COMPLAINT 1214 2023 003427 David Q. Smith WIP View Case Jacket Run PSA manually Run PSA
 ERROR: PSA SYSTEM NOT AVAILABLE, PLEASE CONTACT HELPDESK COMPLAINT 1214 2023 003427 David Q. Smith WIP View Case Jacket Run PSA manually Run PSA
COMPLAINT 1214 2023 003427 David Q. Smith WIP View Case Jacket Run PSA manually Run PSA
Run PSA manually Run PSA
You must select the Review Draft Certification option to continue the process.
Press the ' Review Draft Certification ' button to submit this complaint for review or to the court. Only one signature will be required to certify and submit this complaint to the court.
Review Draft Certification

<u>(Back)</u>