E-PROSECUTOR – WHAT IS IT?

Ron Weight

Utah Prosecution Council IT Manager & Tech Specialist

E-Prosecutor Administrator

E-PROSECUTOR - FACTS

- CASE AND DOCUMENT MANAGEMENT SOFTWARE
- SPONSORED AND ADMINISTERED BY UTAH PROSECUTION COUNCIL
- CONFIGURED FOR MULTIPLE AGENCIES (1 SIZE FITS ALL)
- EACH AGENCY'S DATA IS PARTITIONED FOR PRIVACY
- GRANT FUNDED FOR COST OF PROGRAM AND 150 USER LICENSES
- ALL THE INITIAL 150 USER LICENSES ARE COMMITTED
- ADDITIONAL LICENSES AVAILABLE AT CURRENT RATES

E-PROSECUTOR - FACTS

- WILL E-FILE WITH COURTS – TESTING IN PROGRESS
- ROBUST SEARCHES / REPORTS
- HOSTED IN THE CLOUD BY AWS
- ACCESSIBLE FROM ANYWHERE WITH AN INTERNET CONNECTION
- IT CAN BE USED ON MOBILE DEVICES
- ALL TRAINING PROVIDED BY UPC

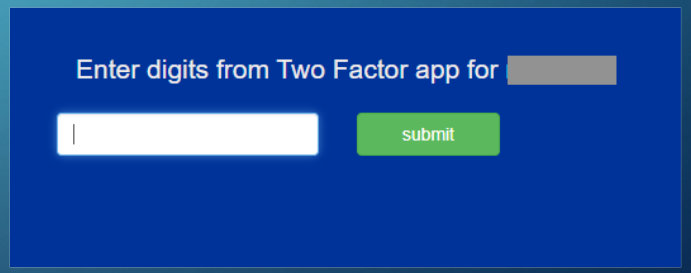
E-PROSECUTOR - FACTS

- APPROVED FOR STORAGE OF CJIS DATA
- 2 FACTOR AUTHENTICATION REQUIRED

2 FA Login

1

2



E-PROSECUTOR - FACTS

- PORTAL FOR PROVIDING DISCOVERY ELECTRONICALLY
- NO LIMIT TO DEFENSE ATTORNEY ACCOUNTS
- INCLUDED WITH LICENSE FEES PAID BY PROSECUTOR AGENCIES

UPC | UTAH PROSECUTION COUNCIL

Training and Serving Utah Prosecutors Since 1991

Home My Cases

My Account

Account My Info My Cases

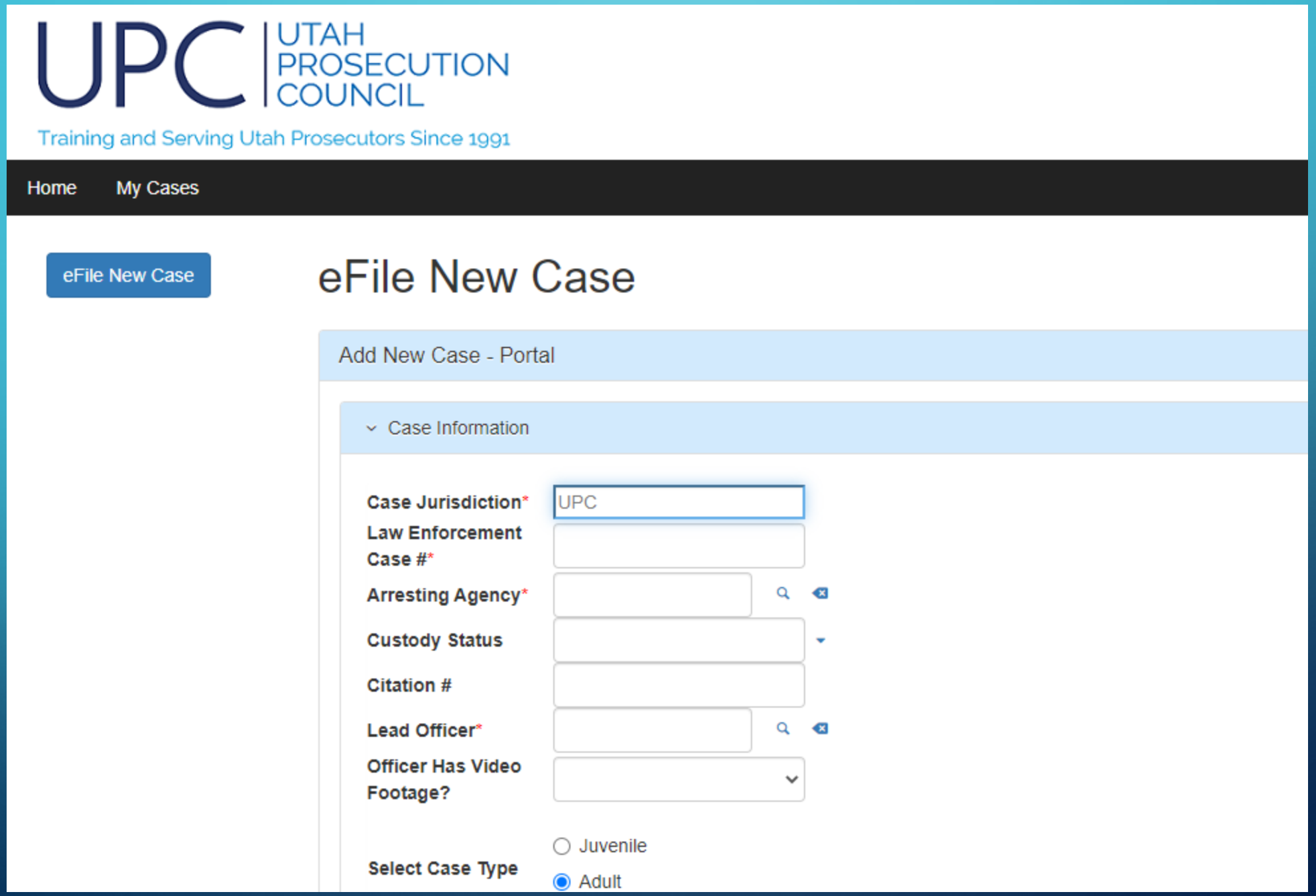
Show 25 entries

Case Number	Case Name	Date Created	Case Type
20-2010505 / LEA-20-01234	Flintstone, Fred Rock Jr.	07/27/20	Felony
1FileCab-Test1 / 19-abc1	Flintstone, Fred	08/28/19	Felony

Showing 1 to 2 of 2 entries

E-PROSECUTOR - FACTS

- PORTAL FOR LAW ENFORCEMENT PERSONNEL TO ENTER CASES
- NO LIMIT, BUT ADMIN NEEDS TO ADD THEIR ACCOUNT
- LEA AGENCIES DO NOT NEED TO PAY ANY FEE FOR THIS
- INCLUDED WITH LICENSE FEES PAID BY PROSECUTION AGENCIES


UPC
UTAH PROSECUTION COUNCIL
Training and Serving Utah Prosecutors Since 1991
Home
My Cases
eFile New Case
eFile New Case
Add New Case - Portal
Case Information
Case Jurisdiction*
UPC
Law Enforcement Case #*
Arresting Agency*
Custody Status
Citation #
Lead Officer*
Officer Has Video Footage?
Select Case Type
Juvenile
Adult

E-PROSECUTOR AND YOU

- Track and manage cases
- Report on any data entered in the system
  - Including data required by HB288
- Manage documents
- Electronic discovery
- Optional ability for law enforcement to submit cases electronically
- Electronic filing of documents with the courts (in testing)

E-PROSECUTOR AND YOU

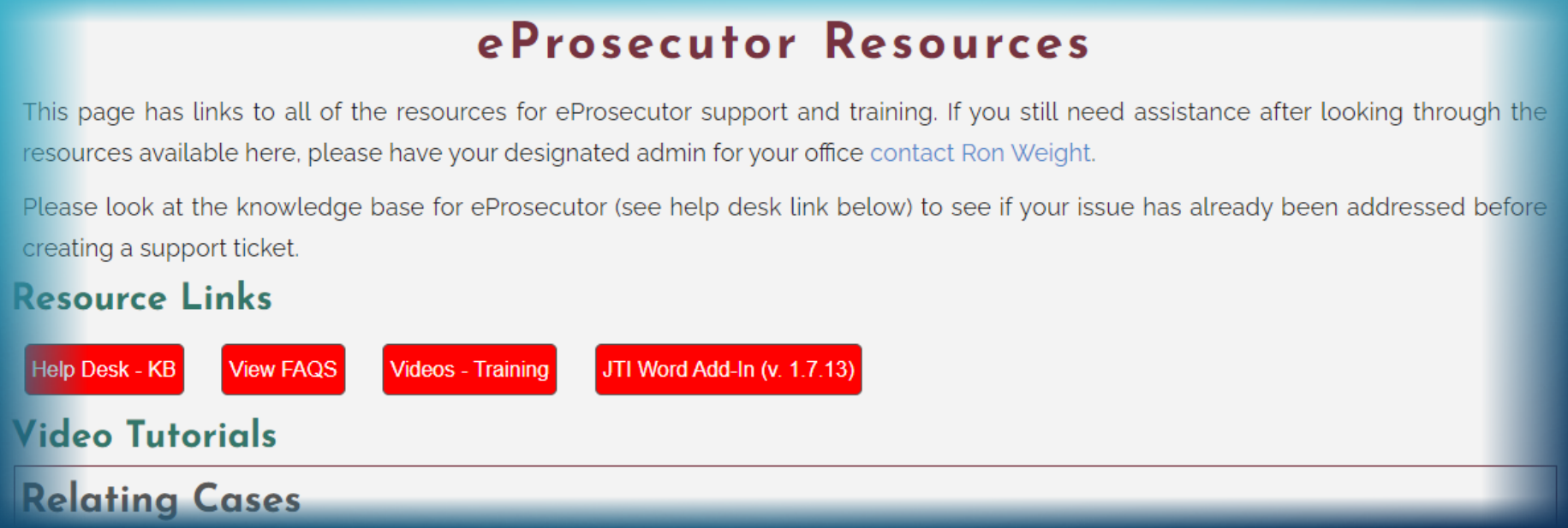
- Justice agencies and personnel already available or can import
- Local statutes can be added
- UPC maintains state statutes and updates them as needed
- Can search for cases in other jurisdictions by defendant name (read only)
- Name records – enter once, use multiple times in multiple cases

E-PROSECUTOR AND YOU

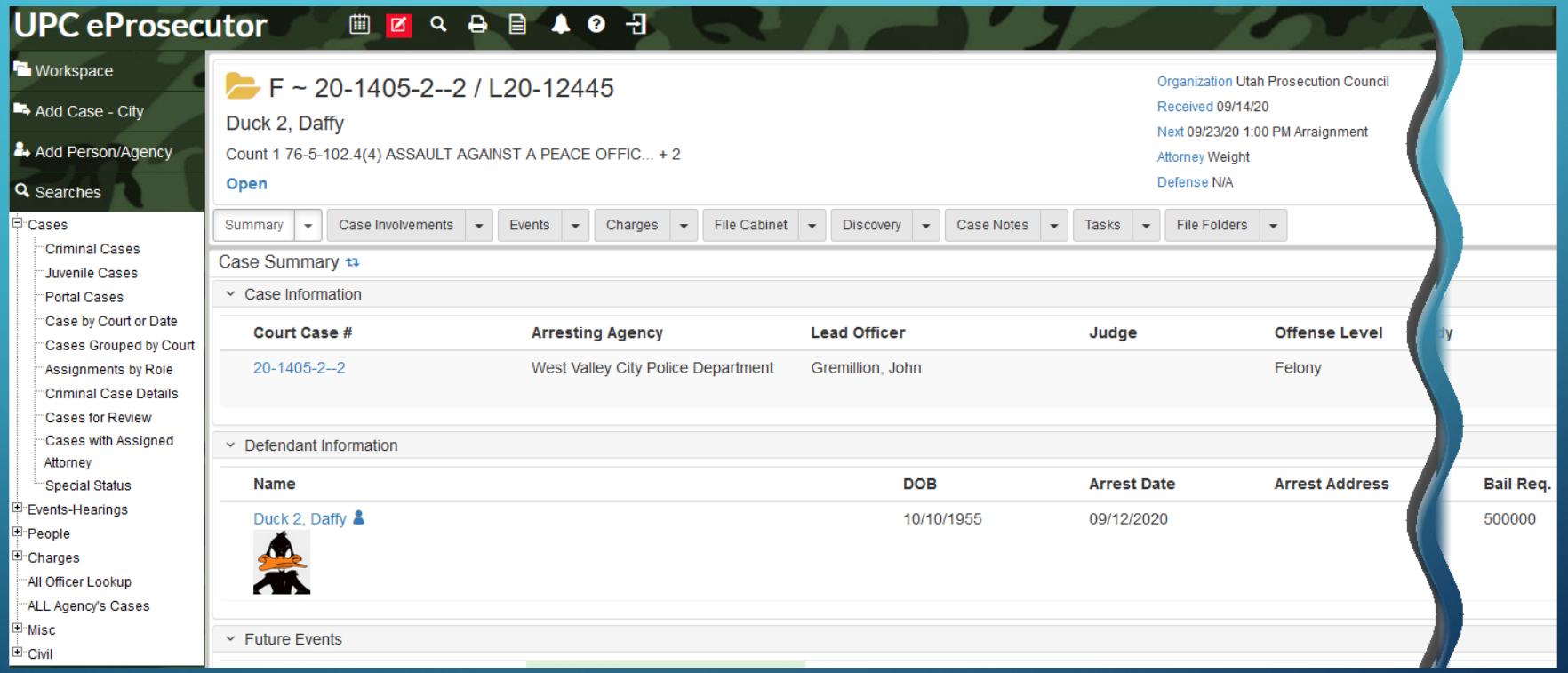
- Data import not available except by separate contract with JTI
- Plan to apply for additional grants for licenses and storage
- Next grant application in early 2021 – awarded in late 2021
- Administrator manages user accounts, templates, forms and lists
- Administration Fee - $206 per user per year (in addition to user license fee)

E-PROSECUTOR AND YOU

- FAQS and Videos: https://upc.utah.gov/eProsecutor-main.php

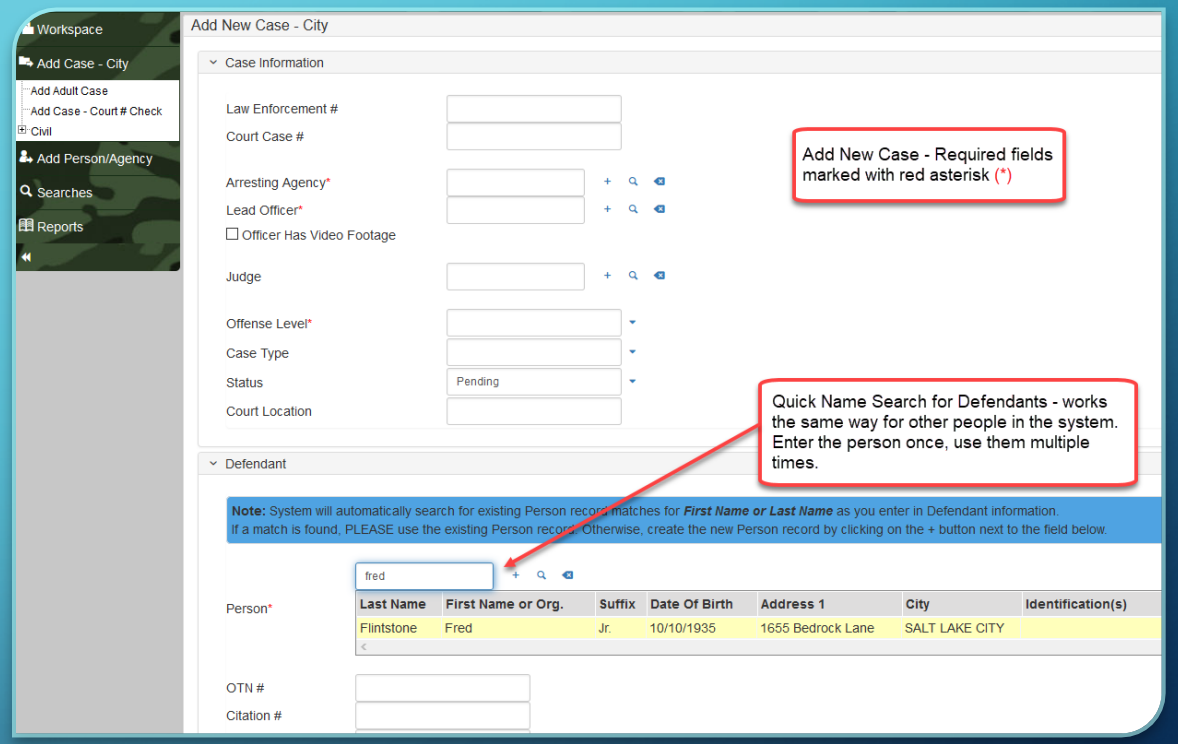


E-PROSECUTOR – WHAT IT DOES



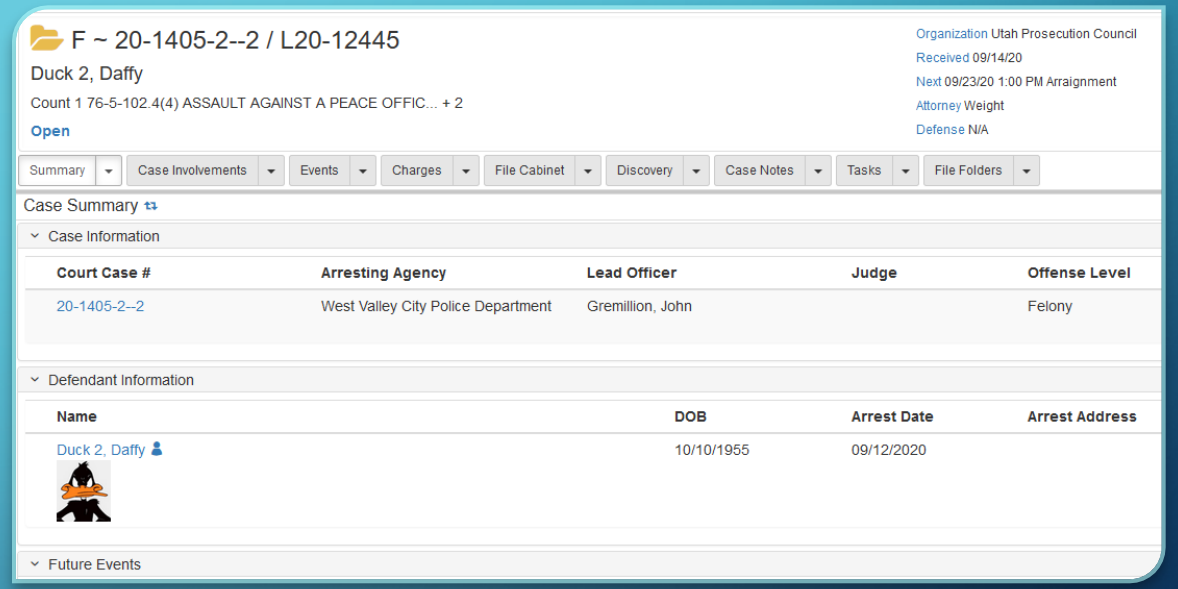
ADD CASES

- Enter only required data or fill in all data to create a new case
- You can select people (such as defendants) from existing person records or create new ones directly from this screen, if they don't exist
- Add charges
- Add victims / witnesses
- Add staff assigned to case, etc.



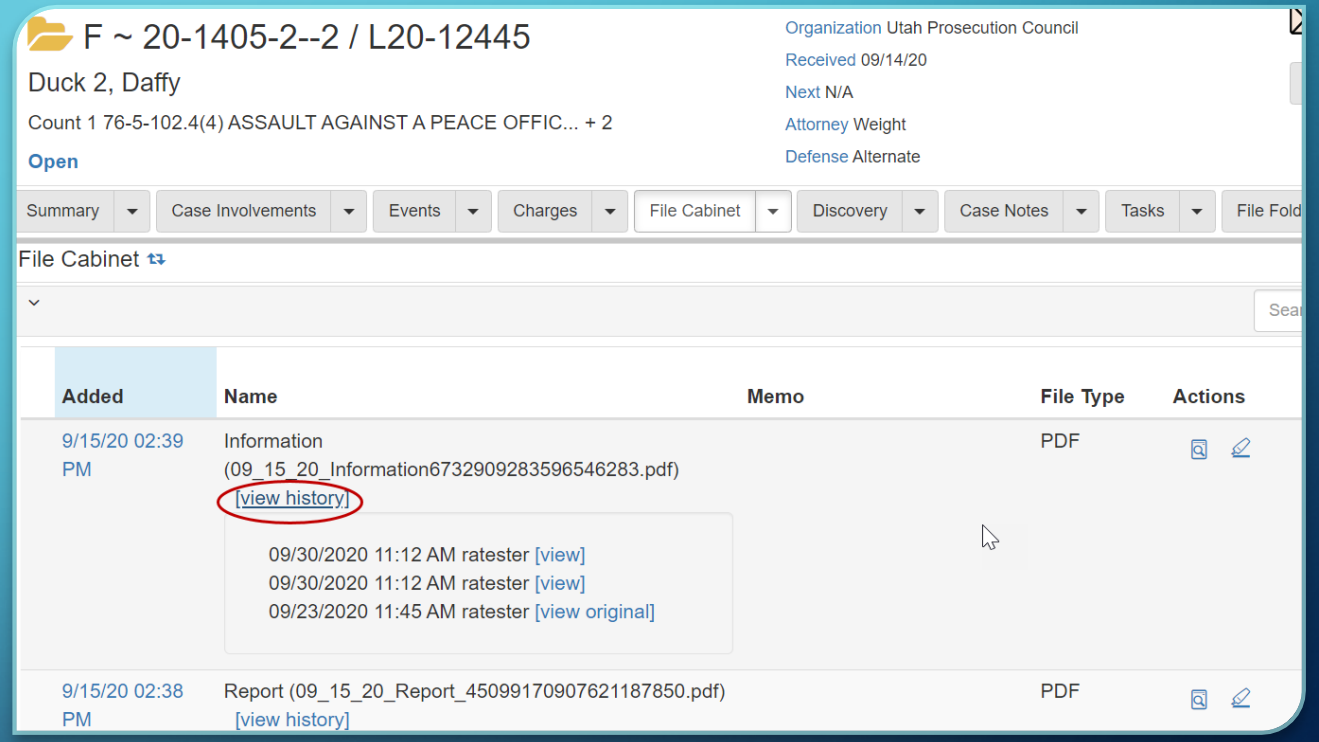
MANAGE CASES

- Once you open a case, you can manage it on this one screen.
- Add Attorneys, staff, defense, law enforcement, judge, witnesses and victims
- Add and edit events
- Add documents – upload from files or create from templates
- Create discovery packets
- Create notes and tasks



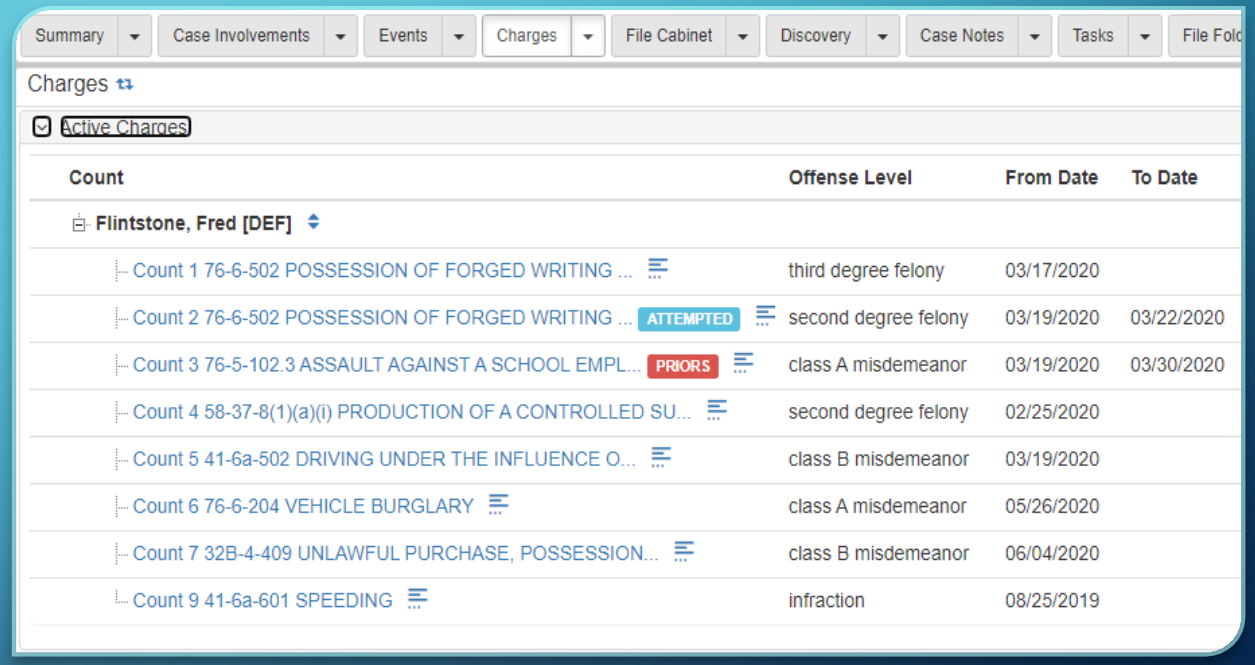
ADD/GENERATE DOCS

- Upload documents from other sources
- Generate documents from templates
- Edit documents
  - Annotate
  - Redact
  - Stamp (confidential, draft, etc.)
- Maintains a history of changes (to generated or redacted docs)



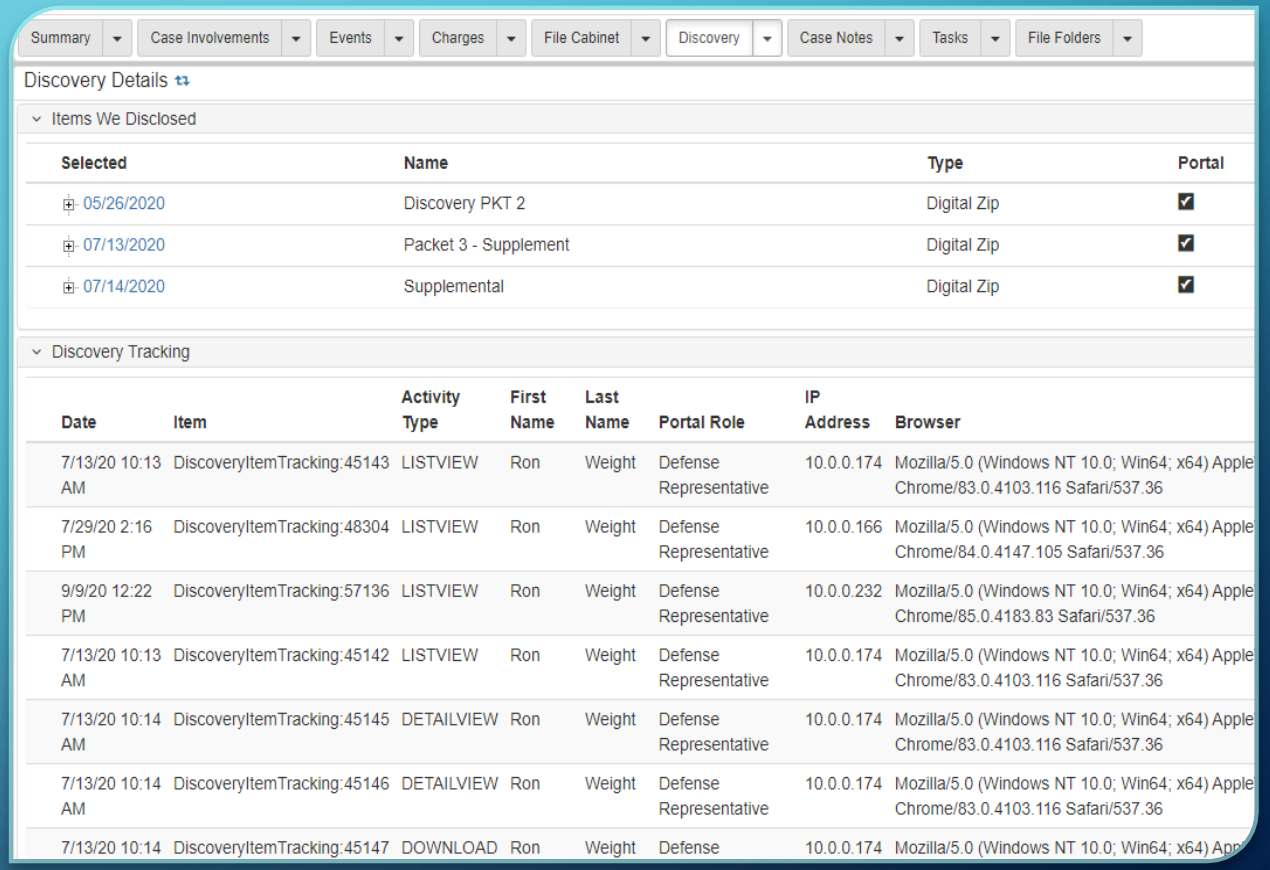
CHARGES

- Add and edit charges
- Range of offense dates if needed
- Enhancements and/or inchoate modifiers
- Plea offers
- Disposition of charges
- Sentencing
- Re-order charges if not in desired order

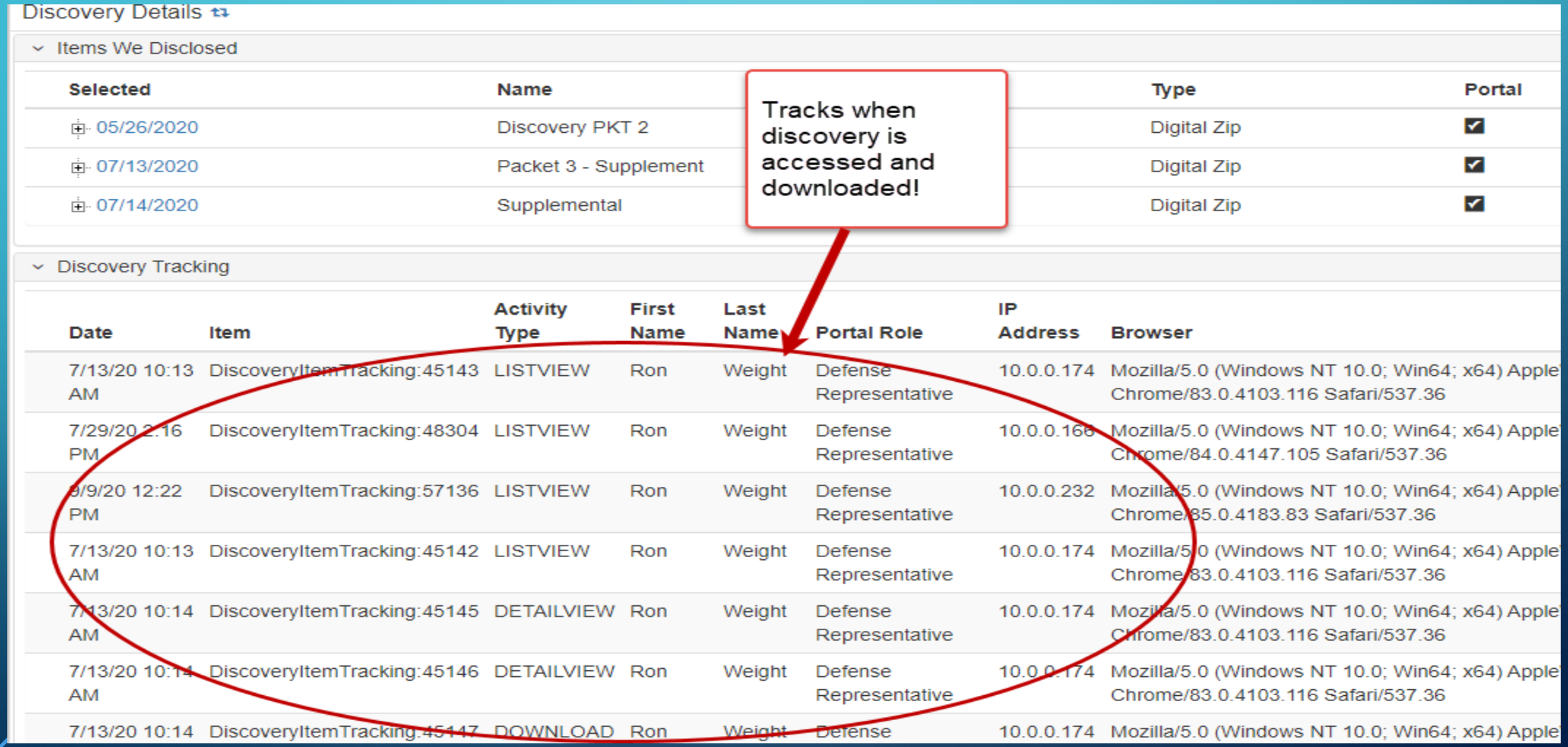


PROVIDE AND TRACK DISCOVERY

- Create discovery packets and make them available on the portal (or not)
- Track when discovery has been viewed or downloaded
- Can expire packets or take them off the portal as needed while still showing them in your case

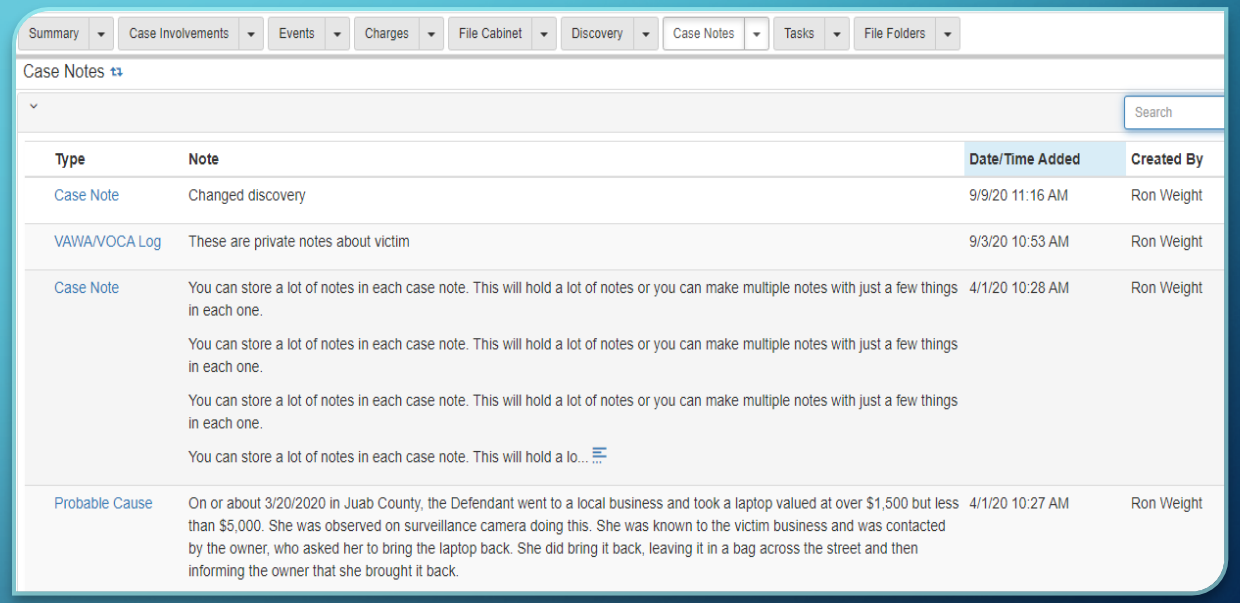


PROVIDE AND TRACK DISCOVERY



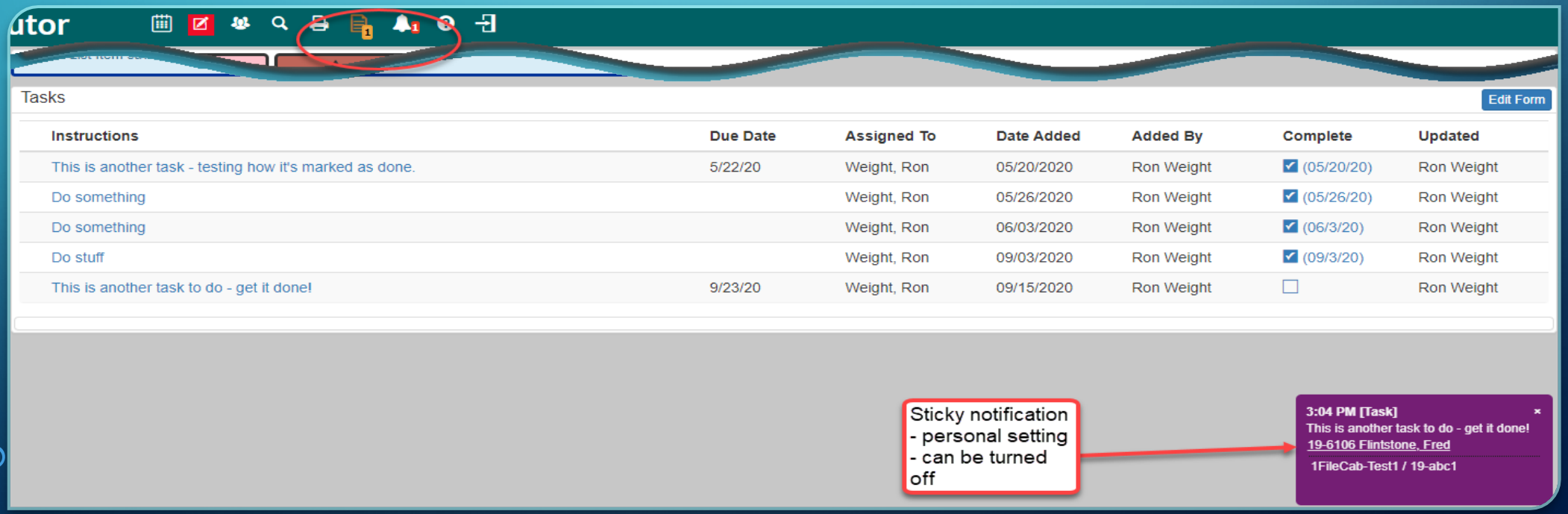
CASE NOTES

- Create case notes – as many as needed
- Various types of notes
  - General case notes
  - Advocate logs
  - Probable Cause statements
- Easily edit existing notes



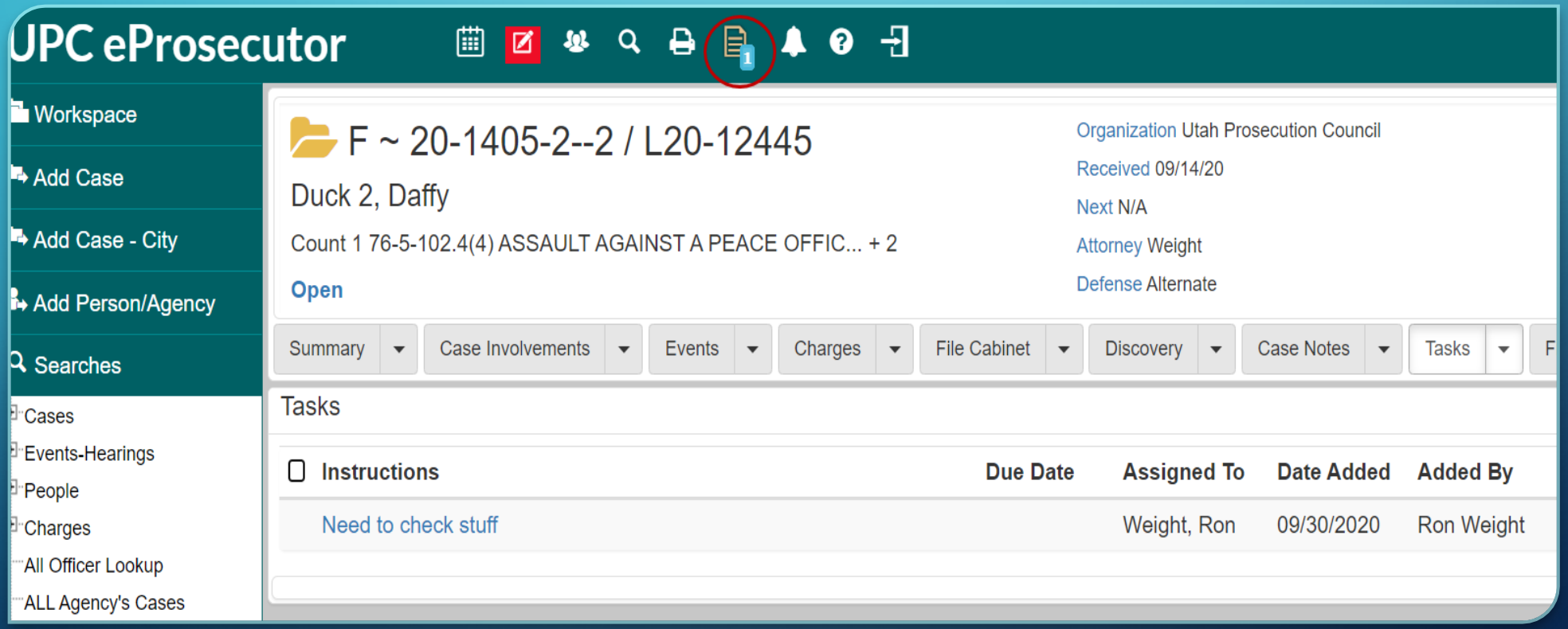
TASKS

- Send and receive tasks
- Get notification of tasks (sticky or simple) – each person can configure this as they want
- Track tasks in case and who added them and who assigned to



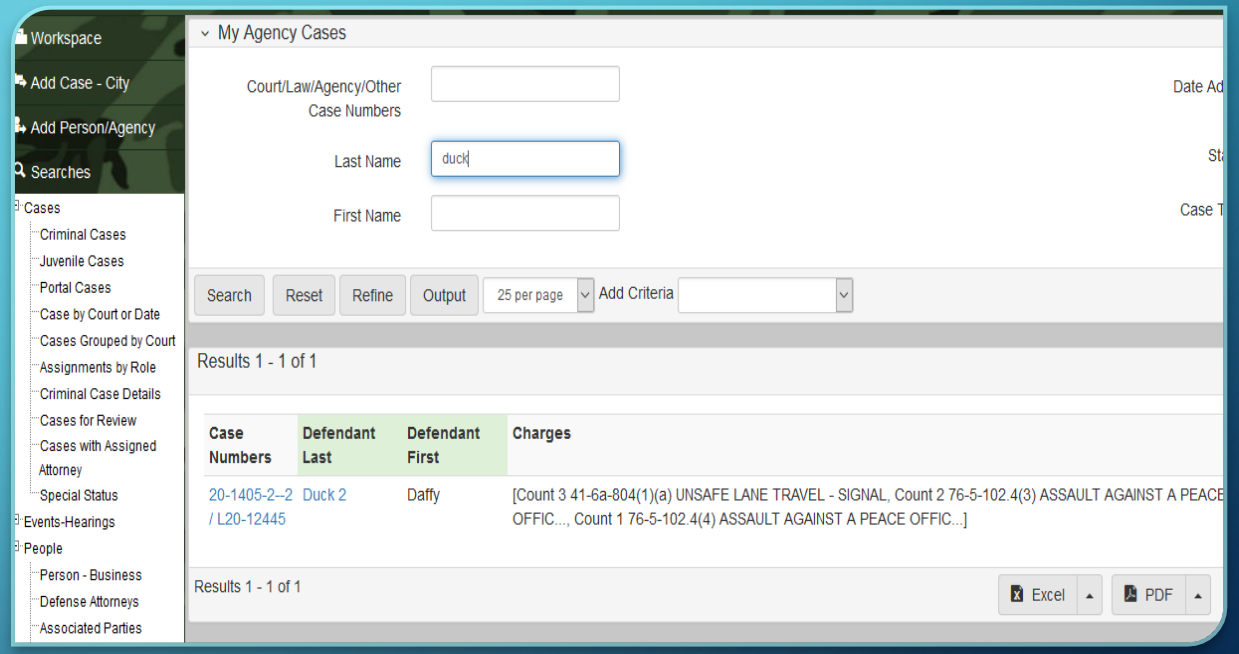
TASK NOTIFICATION

- TOP NAVIGATION BAR SHOWS NOTIFICATIONS AND TASKS ASSIGNED, BUT NOT HANDLED.



SEARCHES AND REPORTS

- Every search can be a report
- Export to Excel or PDF document
- Group and summarize



DEMONSTRATION

Questions?

RON WEIGHT

E-PROSECUTOR ADMINISTRATOR

Utah Prosecution Council

(801) 230-0693

rweight@agutah.gov