

State of Minnesota
Department of Public Safety
Bureau of Criminal Apprehension



Deployment Plan
Breath Test Enhancement and Integration

Version 0.5

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Prepared By:

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Revision History

Rev. Num.	Rev. Date	Reason	Prepared by
.01	03/12/2010	Initial Draft	David Anderson
.02	03/25/2010	Incorporated a few changes	David Anderson
.03	03/18/2011	Incorporate updates	David Anderson
.04	03/30/2011	Updates to document	Staci Bennett
.05	05/24/2011	Updates to lend lease survey numbers not returned.	David Anderson

Deployment Plan

The purpose of this document is to provide documentation on proposed purchase, training and deployment of the new breath test instruments. This is a living document and will be subject to change for the life of the project. This will continually be incorporated as part of the project plan once to help guide the completion and distribution of the breath test instruments along with the testing of operators of the new instruments.

Project Timeline

Revised Updated Timeline

Phase I - In Process

- Funding received for instruments
 - Approved - 10/30/2009 through September 30, 2011 (OTSS has agreed to extend to July 1, 2012)
- RFP, Contract award, purchase, receipt (**Complete**)
- Custom Software for BCA Lab (**Complete except for final VPN work**)
- Full validation of instrument
 - Spring 2011
 - Started March 14, validation failed
 - Started again March 30 with updated software
- Installation of instrument/connections and Training
 - New State Trooper school at BCA May 24 - 26
 - Rochester State Patrol area transition training of current operators June 13 - 17
 - Marshall State Patrol area transition training of current operators June 28 - 30
 - Mankato State Patrol area transition training of current operators July 18 - 22
 - Metro area operators all trained during August 2011 - February 2012
 - Northern State Patrol area transition training Spring 2012
 - Transition training complete June 2012
- Attorney CLE at BCA May 4th to contain training on new instrument, potential legal issues and how to present in court

Phase II- In Process

- Phase II Design/Development
 - Winter/Spring 2011
 - Discovery and Initial Design nearly complete as of March 30, 2011
- Phase II Testing
 - Spring/Summer 2011
 - Walk through business process as well as application and user acceptance testing
 - Happy Path is in Production eCharging DWI now
- Phase II Deployment
 - Spring/Summer 2011

- eCharging will configure to mask functionality until training and new instruments deployed.
- Will coordinate with lab trainings and deployments
- Project Completion
 - Development is project to be completed in Summer 2011

Phase III- In Process

- Phase III Design/Development
 - Winter/Spring 2011
 - Continuing Discovery and Design process as of March 30, 2011
- Phase III Testing
 - Spring/Summer 2011
 - Walk through business process as well as application and user acceptance testing
- Phase III Deployment
 - Spring Summer 2011
 - eCharging will not need to mask functionality and can deploy once testing is complete.
- Project Completion
 - Development is projected to be completed in Summer 2011

Lend/Lease Agreement and Site Surveys

As part of the deployment plan the BCA will develop a site survey that will determine the CJDN/Secure connection at each site to be deployed to. It is crucial that the BCA know where the machines will be located, what type of connection is available and in the long run where the nearest e-charging terminal will be located. The site survey will be unutilized to also do a pre-installation check list, a installation and troubleshooting guide and provide for an efficient and successful deployment at each agency.

As part of the deployment the BCA will also be requiring each agency to sign a lend/lease agreement required by the Minnesota Department of Administration. It is anticipated that this would be mailed at the same time as the site survey to each location

As of May 24, 2011:

- We have 28 Agencies that have not completed the site survey.
- As we will move into the metro area after southern Minnesota trainings those in the Eastern Metro area and State Patrol District 2400, will be those focused on first and then those in Western Metro - State Patrol 2500.
 - Priorities on the list: Dakota County, Carver County, Columbia Heights PD, Bloomington PD, Elko New Market, Hopkins, Minneapolis PD, Plymouth PD, Rogers PD, South Lake Minnetonka PD, St. Paul PD and White Bear Lake PD.

- All those in Southern Minnesota we have received back.
- Need back prior to deployment of instrument, will train operators

Training and Certification

1. BCA has scheduled training sites in the first three southern State Patrol Districts in the next few weeks (see above)
 - a) Rochester, Marshall, Mankato
 - b) Agencies will be notified 45-60 days prior to training
2. Trooper School May 24 – 26, 2011 (see above)
 - a) First Basic School with the new instrument
 - b) Will include a drinking session
 - c) 3 days
3. Training week schedule
 - a) Three to five days on site, two 6 hour classes
 - b) Number of students will depend on venue and need
 - c) Each department will receive an instrument to replace Intoxilyzer
4. One week remote transition training, two weeks home certifying the next 50 instruments
5. First 50 instruments planned to be purchased in April, 50 each much thereafter (22 in September) until all 280 instruments ordered

BCA Breath Testing Laboratory DMT-G training/deployment schedule as of 4/20/2011

Validation completed week of April 27

- First purchase of 50 instruments (41 of which will be used for training) by April 30

New State Trooper academy students training will be held May 23-27, no instrument deployment

- Balance 17 instruments. Second set of 50 instruments purchased by May 31

Rochester area certified operators (Troopers and all other LE) will be transition trained June 13-17, 18 instruments deployed

Marshall area certified operators will be transition trained June 28-30, 16 instruments deployed

- Balance 33 instruments. Third set of 50 instruments purchased by June 30

Mankato area certified operators will be transition trained July 18-22, 14 instruments deployed

Metro area transition training begins in August. This will train all Troopers and local LE as well as deploy all Metro instruments. Metro area requires 57 classes to be held at BCA and will be accomplished by end of February, 88 instruments deployed

15 instruments deployed in August

- Balance 54 instruments. Fourth set of 50 instruments purchased by August 31

15 instruments deployed in September

15 instruments deployed in October

15 instruments deployed in November

14 instruments deployed in December

- Balance 45 instruments. Fifth set of 50 instruments purchased by December 31

14 instruments deployed in January

- Balance 81 instruments. Remaining 22 instruments purchased by January 31*

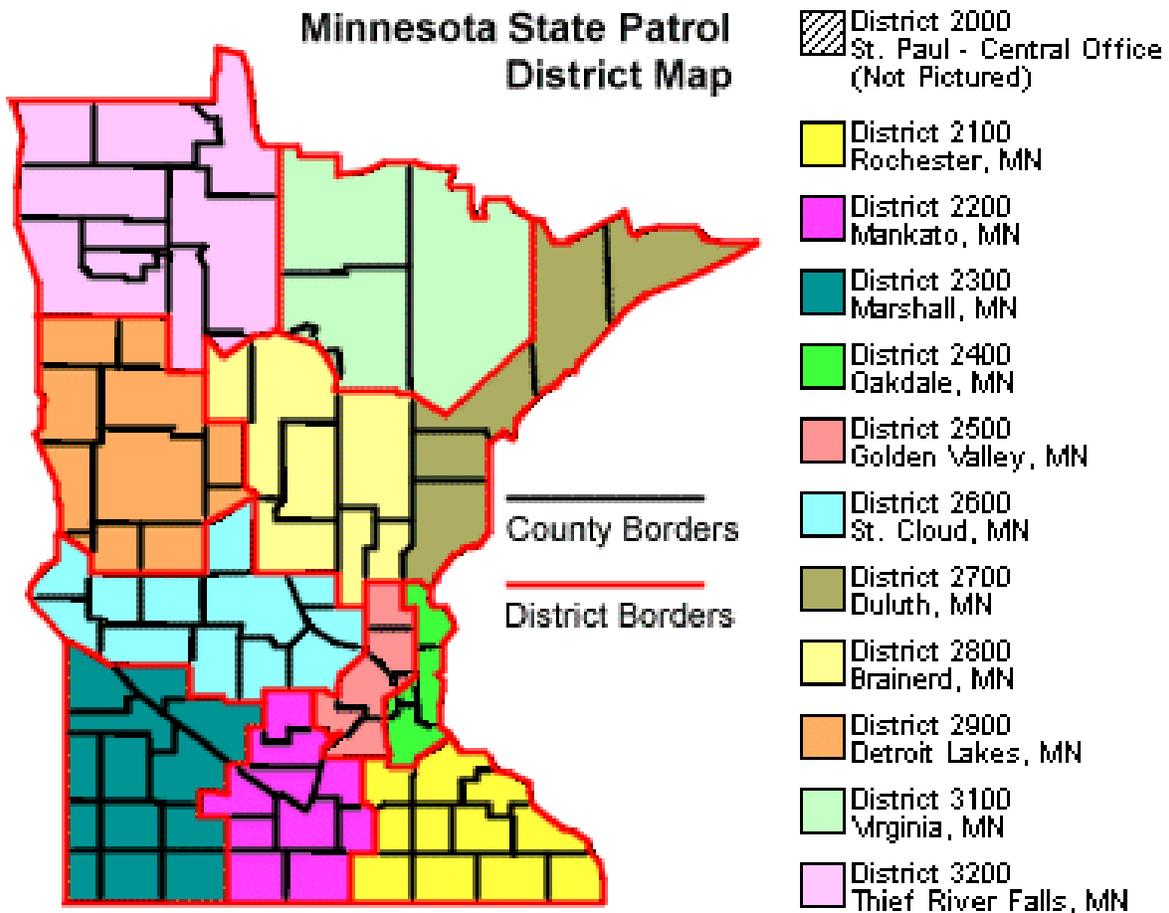
Northern MN training begins in March. Four remote transition training locations will be used including (Bemidji, Camp Ripley, Hermantown, and Willmar) and will be completed by the end of June, 80 instruments deployed **

10 instruments need to be kept as spares for repair etc

13 instruments will be deployed to new/high use areas YTBD**.

2011							2012								Totals
June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
50		50				50	22								280
16	14	15	15	15	15	14	14		18	18	22	22	10	13	280
Marshall	Mankato	Metro							Willmar	Camp Ripley	Bemidji	Hermantown	Repair, Spare, floats	for deploy at high use/new locations	

Roll Out Plan by State Patrol District



As part of the deployments the BCA Lab will be exchanging all existing Intoxilyzers at same time as training operators in the field.

BCA will provide Installation checklist for networking the new instruments back to the BCA through a secure VPN software solution on all deployed instruments.