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Highlights

- Pagination Tool: The county processes arrest packets using Extract Systems' pagination tool to intuitively combine and split incoming documents. This tool is seamlessly integrated into the County's workflow to boost productivity.

- Midland operators use a verification interface designed to facilitate Midland's workflow requirements and documents. User-centered design improves efficiency and minimizes data errors.

- FLEX Index scans the document the way a human would, with content and context-based logic to determine document type. Specialized processing by document type streamlines Midland's workflow. Booking sheets are sent to the data capture workflow. Emergency protective orders are routed for immediate processing.

> "Extract demonstrated that it is a very responsive vendor with excellent technology. It delivered a successful proof of concept to capture data from unstructured documents in only a few weeks. The county wanted to go live by the end of our fiscal year end which basically gave us about 8 weeks from meeting to launch. Extract's team and its software delivered."

Teresa Clingman
Midland County District Attorney

Midland County District Attorney Harnesses Automation Tools to Boost Productivity

Challenge

When Midland County went live with a new case management system, TechShare.Prosecutor, the time was right for further automating manual data entry workflows. The county sought a solution for the intelligent classification of documents in the arrest packet and the auto-capture of 28 fields from the booking sheet.

An arrest packet contains several types of documents: intake screening reports, booking sheets, complaints, and where applicable, affidavits of emergency protective orders. The booking sheet is the official police record of the arrest of a person accused of committing a crime. It identifies the accused, the time and place of arrest, the arresting authority, and the reason for the arrest. District Attorney staff had been manually entering critical fields from the booking sheets into its case management system to make that information available to the public, in accordance with the Texas Public Information Act.

The Solution

Midland County focused its evaluation process on two data capture and redaction vendors that had been rigorously evaluated by the Texas Conference of Urban Counties. As part of its review process, the county requested a proof of concept to demonstrate the software's ability to automatically capture manual data entry fields from a sample set of documents. FLEX Index showed a robust ability to find data, even without custom rules. Additionally, Midland County cited that the Dallas County District Attorney's office had selected Extract and was pleased with how its project was going, giving Extract's support team high marks for responsiveness. Midland County awarded the project to Extract.

The Workflow

Arrest packets are received multiple times a day. Extract customized Midland County's user interface based on its unique requirements to facilitate document building/pagination, data capture, and verification. First, operators use Extract Systems' pagination tool to separate the various documents within the packet by individual and then by document type. Advanced document classification identifies when an arrest packet includes an emergency protective order. When found, these orders are automatically separated from the rest of the jail screening process and the operator is prompted to expedite processing of the emergency protective order.

Next, FLEX Index processes booking sheets to automatically capture 28 data fields. The software is capturing the following fields with greater than 90% accuracy:

Name	**Race**	**Arresting Officer**
Driver's License	**Gender**	**Midland Police**
ID Number	**Hair**	**Department Number**
State	**Eyes**	**Arrest Date**
Date of Birth	**Home Address**	**Location of Arrest**
Height	**Phone**	**Complaint Number**
Weight	**Agency**	**Offense Code/s**

Midland's verification interface streamlines data verification with smart features such as auto fill, drop down menus, data tables, and mandatory fields to ensure data is complete and accurate. Operators verify captured information. An XML file containing the booking sheet index data along with searchable PDFs of the jail screening and, where applicable, emergency protective order, are output to a folder. TechShare.Prosecutor monitors this folder and imports documents as they arrive for near real time filing.

About Texas Conference of Urban Counties
Texas Conference of Urban Counties is a non-profit organization comprised of 37 member counties that supports and coordinates communication, studies policy, and provides training and education programs. TechShare.Prosecutor is a project advanced by the Texas Conference of Urban Counties to provide opportunities for counties to collaborate on technology projects and share resources. Extract Systems entered into a contract with Texas Conference of Urban Counties to provide redaction and auto-indexing for counties adopting TechShare.Prosecutor Case Management module. Under this contract, individual departments or multiple organizations within a county may purchase these software solutions at favorable rates without the necessity of conducting a time-consuming procurement exercise.

About Extract Systems
Extract Systems is a leading provider of intelligent data capture and redaction solutions that drive operational efficiency and secure private information for government, healthcare, and other commercial sectors. ID Shield intelligent redaction software has processed more than two billion documents without a single breach in data protection. Extract Systems' data capture products automatically find and incorporate manual data entry fields into designated information systems as structured data. Automating the capture of information trapped in paper bound workflows reduces costs and optimizes the collection of data.

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