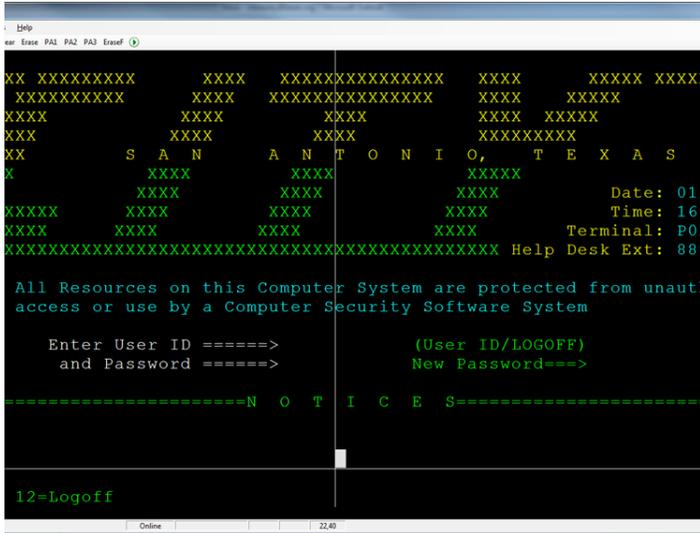




## CITY Access Takes New Direction



departments via their Bexar County CICS session, the latest iteration eliminates logging onto the County system before initiating the crossover to the city. Users are taken directly to the city in a robust, streamlined manner, providing one more tool for effective time management and subsequent productivity.

County employees who are authorized CITY system users that find the previously established methods no longer work should contact their security administrator for the initial modifications necessary to their mocha session to continue using this resource.

As of late December 2012, new procedures are in place to access the CITY application. Various County departments including Sheriff's Office deputies, investigators, Constables, court and District Clerk personnel inquire against city records regarding warrants and criminal history. Bexar County and the City of San Antonio have a mutual agreement to share data from each other's databases when searches are being conducted by authorized employees regarding posted events involving particular individuals.

Whereas previous searches were granted to

Through the joint effort of multiple groups from both IT departments, including network architects, systems programmers, security and operations personnel, the new system seamlessly maintains the integrity of a viable coordinated inquiry. Printers physically located in designated County facilities can capture sensitive data sent from the city side as long as critical security measures are met and followed. Cases going before a judge are presented with pertinent, timely histories to be considered in determining appropriate decisions regarding bail / bonds / bookings / hearings.

## Protect Yourself with Healthy Habits

The cold and flu season is upon us, and many reports are that this year people are getting more sick than previous years. By following these simple rules, you can help yourself, your family, and your co-workers to stay healthy this season!

- #1 Handle & Prepare Food Safely
- #2 Wash Hands Often
- #3 Clean & Disinfect Commonly Used Surfaces
- #4 Cough & Sneeze Into Your Sleeve

- #5 Don't Share Personal Items
- #6 Get Vaccinated
- #7 Avoid Touching Wild Animals
- #8 Stay Home When Sick

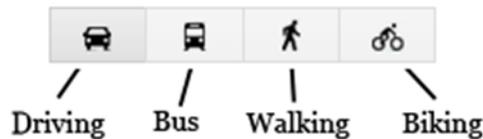
# Get Where You're Going With Google Maps

Google Maps is the most popular go-to website for driving directions. You enter your To: and From: addresses, and Google Maps traces your route in purple, giving you step-by-step directions along with an estimated travel time.

However, driving directions are only the beginning for Google Maps users. Google Maps also offers the ability to look up bus routes, as well as get walking or biking directions. Although

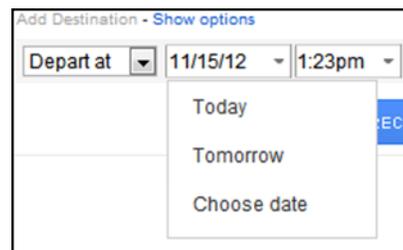
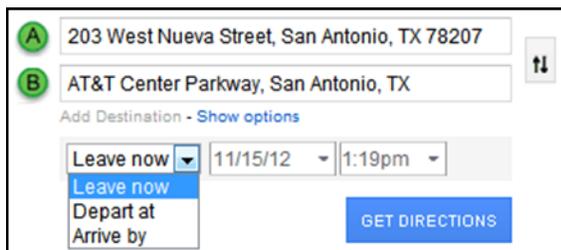
the walking and biking options are still in beta, they are a useful planning tool, especially when combined with Google's Street View.

Above the address boxes (labeled A and B) are four icons. These are the buttons to access the other types of directions. Your To: and From: addresses are preserved so that you can click between the different types of transportation to see which option is the best for you.



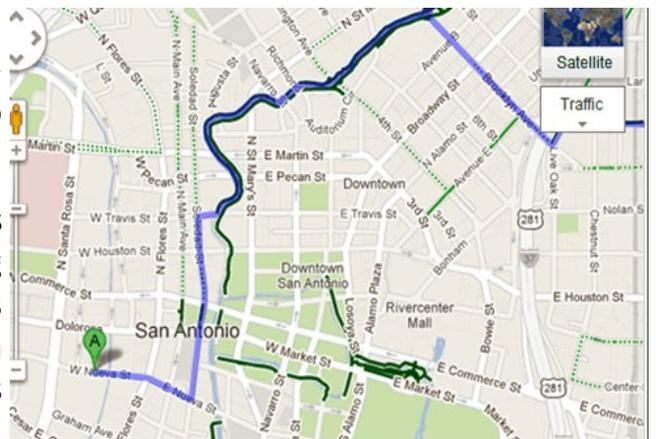
When using the bus route option, after entering your addresses, you can set up your travel options. First select the time frame you are working with: "Leave now", "Depart at", and "Arrive by". After selecting "Leave now", you

hit "Get Directions" and your available options are shown. With the "Depart at" and "Arrive by" options, you select your date and time to help plan your travel.



The walking directions are similar to the driving, with the route highlighted and step-by-step directions detailing where to go. Travel times are also listed to help you determine the best way to go.

Biking directions also give step-by-step directions and highlight the route in purple. However, biking directions focus on giving the cyclist a route that is bike-friendly. These streets are highlight in green on the map, and routes planned will use these paths to give cyclists the safest trip possible.



## Employee Profile



**Name:** Miguel Tomás Escamilla

**Job Title:** Technology Training & Support Specialist

**Started in Bexar County:** August 2012

Tomás has been with the Bexar County Information Technology Department since August 1, 2012. He began his employment with the County in his current position, as a Technology Training & Support Specialist. In this capacity, he is responsible for training County employees and other users on personal computers and mainframe systems as regards various software applications, e.g., Microsoft Outlook and PowerPoint. He also creates, develops and maintains software manuals and technical documentation for on-line help and reference systems. In addition, Tomás develops computer programs and user guidelines, and he provides consulting services for County computer users both on-site and by telephone. Finally, he assists computer programmers in testing new applications.

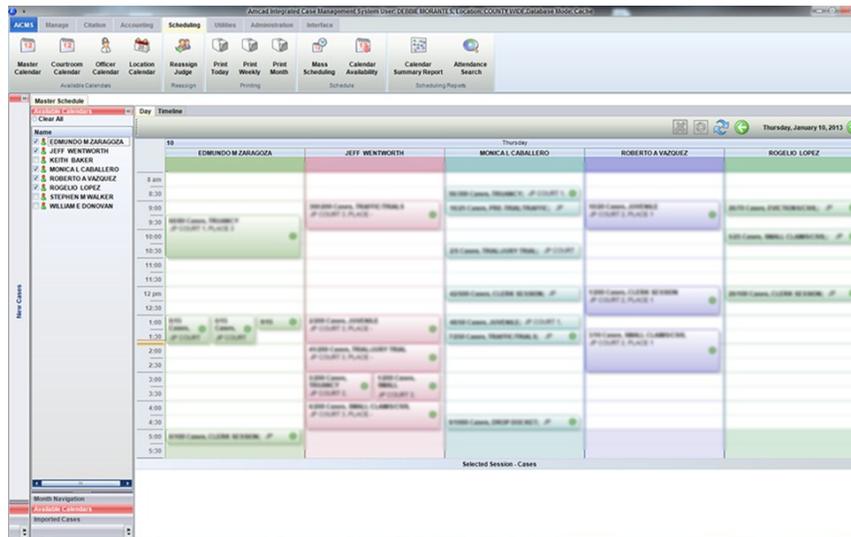
Prior to working for the County, Tomás served in the United States Air Force for 10 years. He began as an aircraft armament craftsman (“Basically, it was a glorified name for a weapons loader. My first assignment was to load and maintain the F-15 fighter jet in Anchorage, Alaska.”) From there he was assigned to a Test and Evaluation unit in Califor-

nia where he created procedures and trained military and civilian personnel on how to load weapons on all bombers in the Air Force inventory. After that, he was afforded the opportunity to work in an area where he could apply what he had learned while getting his Bachelor’s degree. He was offered a job at Lackland Air Force Base as an Information Technology Project Manager.

After separating from the military and before coming to work for Bexar County, he worked for the United States government as a contractor on an Air Force proprietary program doing IT support and process improvement.

Tomás holds a Bachelor of Science degree in Information Technology from The University of Phoenix which he earned while in the Air Force. After separating from the service, he enrolled at The University of The Incarnate Word for his Master’s degree in Business Administration and in the fall of 2012 he successfully completed his MBA program. He also has two Associate’s degrees from the Community College of the Air Force in Aircraft Armament Systems and Electronic Principles.

# Getting to Know AiCMS - Court Schedules



Welcome to AiCMS (AmCad Integrated Case Management System). Each month we will introduce you to different functions of the AiCMS application. This will give you a glimpse of things to come as AiCMS evolves throughout the county. In this session of getting to know AiCMS we are going to look at the Accessing Court Schedules module. We will use the Calendar Schedules for the Justice of the Peace courts as our sample.

When logging into AiCMS there is a tab labeled “Scheduling”. This tab allows the user to view the current court schedules, add a court session, add cases to a session, reassign a judge, and print the schedules. Each Judge has their own schedule and you can view up to 5 schedules at once. There are 4 calendars you can view. Each calendar has a different list of schedules you can select and view. The Master Calendar shows a list of Judges’ Schedules available for you to view. The Courtroom Calendar shows a list of court room schedules available for you to view for the location you are logged in under. The Officer Calendar shows a list of officers’ schedules available for you to view. The last calendar is called the

Location Calendar and shows a list of Judges’ Schedules available at the location you are logged into. There is also a feature for Mass Scheduling. This feature allows you to add several cases to a court session based on the search criteria you have selected, making the process of adding 50 cases to a court session as easy as 1, 2, 3 reducing the time spent on the process immensely. Not only is the feature available to the courts, it’s also available for the District Attorney’s office. They have the capability to go into the system and view the calendars at their convenience. This allows them to see what is set for each court. Before AiCMS came along, District Attorney’s office had to work with a calendar emailed or faxed to them. Now, if you still want to print out the calendar, AiCMS has that ability as well. There are three printing options: “Print Today”, “Print Weekly”, and “Print Month”. The printing options however will only print the current day, week, or month. Overall the scheduling attribute is a great and easy to use time saving feature for the courts. Stay tuned for more tools from AiCMS.