

**CJIN Governing Board Meeting
December 2, 1998
ABC Commission Hearing Room
Raleigh, North Carolina**

Board Members Present:

Bob Brinson, Acting Chairman	Richard Nifong
John Carriker	John Taylor
Renee Kumor	Ken Wiseman
Frank McGuirt	

Others Present:

George Ake	David Jones	Basil McVey
Duane Campbell	Gary Kearney	Bryce Morrison
Ginger Hams	Marci Keiser	Scott Peters
Marty Hollingsworth	Richard Little	Navin Puri
Fred James	Denny McGuire	Doug Yearwood
Harold Rogerson	Ed Taylor	
Wayne Smoak	Wanda Thomas	
Rachel Spangler	Rebecca Troutman	
Joe Stewart	Mike White	
Vin Swanson	Larry Wilkie	

The meeting was called to order by Acting Chairman Bob Brinson at 10:20 a.m. Mr. Brinson explained that Chairman Richard Moore was absent due to being in Kuwait and Vice Chairman Ron Hawley was absent due to a death in his family. The minutes from the July 29, 1998 meeting were approved, on the condition of review by the Chairman and Vice Chairman.

Mr. Brinson reminded the board of their obligation to report to the General Assembly on April 1 of each year. He noted that there had been discussion about having the CJIN Price Waterhouse Study updated. There was not sufficient time before last year's report was due to accomplish this. The report has proven very durable, so the main focus of an update would be new technology that has emerged since the report and any cost changes. He invited any board member with an interest in working on the update to make that interest known.

J-NET Report

The J-NET report was introduced by Project Director Ed Taylor. He yielded to Harold Rogerson, who presented an overview of the report. Mr. Rogerson provided background information on grant funding for the report, the establishment of the Core and Stakeholders'

groups, the General Assembly's support of the recommendation and subsequent legislation requiring CJIN to develop a juvenile justice information plan for creation of the juvenile justice information system and report to the Chairs of the Senate and House Appropriations Committees and to the Fiscal Research Division of the General Assembly on the proposed system on or before May 1, 1999.

He noted that the budget included in the report was a more accurate projection than the early predictions. This will provide for a more precise time line of the project. Mr. Rogerson informed the board of the \$600,000.00 special provision for J-NET that the General Assembly approved in this year's budget. The funds are non-recurring, but permission will be sought to carry forward remaining money if an extension is needed for completion of this phase of J-NET.

Other areas covered were representation on the J-NET Board, requirements for fingerprinting/photographing juveniles, the urgent need to hire a Project Director, information management issues and the short term plan that calls for the development of scope, user requirements, and design for the Court Counselors Training School, Detention and Clerks aspects.

At the conclusion of the presentation, Mr. Rogerson opened the floor to questions.

Mr. Brinson pointed out that CJIN has a fairly comprehensive role and reporting requirement with the J-NET initiative. The presentation of the report is a piece of that approval role. Sequential approval can be given as the project moves forward. J-NET is seeking approval at this point to proceed with the planning process.

The first issue addressed was funding. Besides the aforementioned \$600,000.00, an additional \$120,000.00 in recurring funds for staff positions was appropriated. The next step is to develop a budget to address needs for the biennium. Federal funding will be sought this year, but those funds would not be available until Spring of 2000. The next funding year will be the most critical. Ed. Taylor pointed out the importance of the support and commitment of the CJIN Governing Board in regard to funding requests.

Mr. Brinson asked when the board might expect to hear the next report. Mr. Rogerson stated that after hiring a director, they would be defining needs, and working with the various MIS departments that will be involved. They will report back at the next CJIN Governing Board Meeting. It will probably be early Spring of 1999 before a staff is assembled and the hope is to be fairly well into the scope and defining requirements within six months.

Other discussion included following IRMC requirements and reporting to that group regularly. The J-NET Project Director will be the link to the IRMC.

There was some concern expressed as to the CJIN Board's role in legislative requirements, in particular, unfamiliarity with the law in these areas. It was noted that the new code has guidance on these issues already in place and that Joe Stewart and Ron Hawley would be available to interpret the legislation. At this time motion was made:

MOTION: (Renee Kumor) To grant approval to J-Net to proceed with the plan presented to the CJIN Governing Board.

SECOND: Richard Nifong

MOTION CARRIES

Funding Plan

Joe Stewart, Special Assistant to Secretary Richard Moore, provided a summary on funding issues affecting CJIN. He reported that CJIN received \$10 million of the \$20 million federal request. He pointed out that CJIN has benefitted from unprecedented amounts of federal money over the last several years and that CJIN continues to work with the North Carolina Congressional Delegation and staff in Washington D.C.

Mr. Stewart made note of other discretionary federal grant money that may be available and plans for putting together a strategy for a comprehensive application for those funds.

The best strategy for the federal FY 2000 seems to be a request for \$5 million for the juvenile piece. The feeling is that a juvenile oriented request would fare well in the federal budget and that \$5 million would be looked open as a reasonable appropriation. Mr. Stewart stated that if it meets with the board's approval, a CJIN delegation will begin working with congressional staff after the first of the year.

MOTION: (Frank McGuirt) To approve the funding plan for 1999 and move forward with meetings with congressional staff in seeking an earmark, primarily to support juvenile justice.

SECOND: Renee Kumor

MOTION CARRIES

Progress Reports

Bob Brinson provided brief updates on the Data Sharing Standards initiative and the Network Security project.

Data sharing standards has two contractual staff working to catalogue major data elements, and looking at data elements from the agencies involved. The objective is to come up with data dictionary and tool for distribution. When complete, the standard will comply with federal standards and laws.

Network Security - Mr. Brinson discussed the need for security and it being a cornerstone of the CJIN network. The CJIN network can't proceed without security measures in place to ensure the integrity of the system. \$3.5 million of the federal FY 98 money has been earmarked for this initiative and plans are under way to begin this phase of the network.

SAFIS - Mr. Larry Wilkie, State Bureau of Investigation, presented an update of the Statewide Automated Fingerprint Identification System. He distributed a hand-out that covered the planned phases of implementation and how the sites were chosen. He explained that last year's

grant applications to the Governor's Crime Commission for Live Scan devices were combined into one grant, administered by CJIN. This allowed the equipment to be purchased on a convenience contract, saving \$15,000.00 per device. The next area of concern to be addressed will be how to help small counties cope with recurring costs.

Mobile Data Network - Major George Ake, State Highway Patrol updated the board on the progress of the Mobile Data Network. They have now passed the 1200 unit mark and are now negotiating with Motorola to finish statewide coverage, hopefully by mid-summer. In regard to the voice component, the SHP is working with agencies that already have that capability. Cooperation has been good.

Major Ake went on to update the status of the non-public safety MOU issue. Control of the network, funding and how to distinguish between criminal justice and non-criminal justice agencies are topics being addressed. A fee structure is also being considered. Major Ake plans to have a follow-up meeting with Rick Webb to finalize the agreement and plans to have a proposal by the next CJIN Board meeting.

Project Coordinator - Bob Brinson informed the board that efforts are underway to hire an Executive Director. The first draft of the job description is complete. Once that is finalized, the personnel process will begin. By the time the board meets next, that position should be close to being filled.

CJIN Summit

Joe Stewart reported on plans to host a CJIN summit, tentatively scheduled for October 1999. This would capitalize on the momentum CJIN has right now. Different venues are being considered, as well as format and content for the meeting. Because of the visibility and interest in such a conference, plans are underway to form a steering committee to oversee the planning.

IACP Site Visit

The International Association of Chiefs of Police conducted a survey in May of 1998 regarding integration efforts in over 20 states. Through the results of that survey, North Carolina was selected as one of five states for a site visit. The study is funded through a grant from the Bureau of Justice Assistance, with the goal of publishing a report to be used by states facing integration issues. The visit is planned for January 4 and 5, 1999.

Statewide Magistrate System

At the July 29, 1998 CJIN Board meeting, Chairman Moore invited the Administrative Office of the Courts to present a demonstration of the Statewide Magistrate System at the next meeting. Mr. John Taylor, Administrative Office of the Courts, introduced the presentation. He noted that since the last meeting, purchasing contract was entered into and pilot sites have been installed in three counties. Once the pilot stage is complete, AOC plans to roll out 5-6 counties per month, based on caseload.

Representatives of AOC and Vision Software presented a demonstration of the system.

The presentation included capabilities of the system, training to be provided, and testing and pilot project plans.

Other Business

Bob Brinson recognized John Taylor for his contributions to CJIN. Mr. Taylor is leaving the Administrative Office of the Courts in December and Mr. Brinson wanted to express his appreciation for Mr. Taylor's efforts.

Meeting Dates - as follow up to discussion of set meeting dates at an earlier meeting, the consensus of the board was to hold quarterly meetings on the 2nd Thursday in the last month of each quarter. Therefore, the CJIN Governing Board will meet the following dates in 1999.

March 11, 1999

June 10, 1999

September 9, 1999

December 9, 1999

The meeting was adjourned at 2:50 p.m.