

NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)  
GOVERNING BOARD MEETING  
MARCH 9, 2000 10:00 A.M.

DEPARTMENT OF CORRECTION  
CONTROLLER'S OFFICE CONFERENCE ROOM  
RALEIGH, NORTH CAROLINA

CJIN Governing Board Members

Bob Brinson	Ken Wiseman
Richard Little	Lewis Blanton
Bryan Beatty	Ortharine Williams
David Kelly* (proxy - Fletcher Clay)	Renee Kumor
Frank McGuirt	Richard NiFong
G. K. Butterfield	Robert Rader
Glen Allen	Ronald Hawley
J. B. Evans	Stuart LeGrand *
Jean Massengill	Thomas Payne * (proxy - Richard Little)
John Carriker	

*Note: \* Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

Bill Clontz	Claude Springs	Doug Kappler
Larry Wilkie	George Bakolia	Sid Wise
Janet Pittard	Dwayne Campbell	Susan Bates
Leslie Stanfield	Rebecca Troutman	Ilse Fogl
Tom Nevlvd	Jim Bejster	Rachel Spangler
George Ake	Richard Moore	Joe Stewart
Lt. Woody Sandy	F/Sgt. Howard Higgins	Mike Hodgson
Bryce Morrison	Mike White	Fred James
Denise Thomas	Jim Mills	Thomas Ross
Basil McVey	Cliff Layman	Leah Bryant
David Jones	Susan Rabon	Lt. Col. Autry
Capt. Stroud	Lt. Munday	

Having a quorum of members present, Chairman Robert Brinson called the regularly scheduled meeting of the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 10:00 A.M.

Mr. Robert Brinson made four announcements regarding the CJIN Governing Board membership. Mr. Brinson welcomed Mr. Bryan Beatty, SBI Director, and Chief Glenn Allen, Henderson Police Department, as the newest members of the CJIN Governing Board. Mr. Brinson stated that Mr. Ronald Hawley is rejoining the Board as the Information Resource Management Commission (IRMC) appointment. Mr. Brinson noted that this would be the last meeting for Honorable Jean Massengill and he thanked her for her contributions.

### **Approval of Minutes**

Minutes from the December 9, 1999 meeting were approved.

### **Presentation of Resolutions of Appreciation**

Mr. Brinson stated that a motion was needed to approve the resolutions of appreciation for Mr. Ronald Hawley and Secretary Richard Moore before they could be presented. This item was unintentionally omitted from the December 1999 Board meeting agenda. Mr. Brinson reminded the Board that Retired Major George Ake's resolution of appreciation was previously approved at the September 1999 CJIN Board meeting.

**MOTION: (Frank McGuirt) To approve the resolution of appreciation for Mr. Ronald Hawley and Secretary Richard Moore. MOTION SECONDED AND CARRIED.**

Mr. Brinson then proceeded to present the resolution of appreciation. Major George Ake, Retired State Highway Patrol, was recognized for serving as an advisory member to the CJIN Governing Board and for his dedication to advancing CJIN mobile data and voice initiatives in particular. Secretary Richard Moore was recognized as being a champion to the creation of the CJIN Governing Board and for serving as the first Chairman of the CJIN Governing Board while being Secretary of Crime Control and Public Safety. Mr. Ronald Hawley was recognized for serving as Co-Chair of the CJIN Study and for serving as the first Vice-Chair and second Chair of the CJIN Governing Board. All three individuals were instrumental in securing \$20,000,000 federal appropriations for several significant CJIN initiatives which have earned North Carolina recognition as a national leader in developing a statewide criminal justice information network.

### **GartnerGroup Strategic Information Systems and Technology Plan for the Courts**

Honorable Judge Thomas Ross presented an overview of the GartnerGroup Consulting Strategic Information Systems and Technology Plan for the Courts. Judge Ross had previously distributed an Executive Summary to the CJIN Governing Board members. Judge Ross commented on the recent Charlotte newspaper articles regarding their local courts and the challenge they faced because of limited resources and stated that the North Carolina court systems were underfunded. Judge Ross then distributed and presented the handout titled "A Technological Roadmap for the Future: The Findings and Recommendations of GartnerGroup Consulting".

The CJIN Governing Board discussed the need to have all counties participating in the CJIN effort. Ms. Renee Kumor said it was sometimes a struggle for poorer counties, which tended to be resource and financially constrained. Judge Ross stated that he was willing to talk to anyone and explore new things while looking for options to follow. Mr. Bob Brinson said it was important to remember that CJIN was being built in an open standards environment and was in compliance with Information Resource Management Commission (IRMC) statewide technical architecture standards. Mr. Ron Hawley stated that the Administrative Office of the Courts (AOC) had struggled in the past but the present leadership has set a tone to allow AOC to accomplish key milestones in CJIN while being a backbone to the criminal justice community in North Carolina.

### **Ethics Education and Awareness (Executive Order 127)**

Mr. Perry Newson, Executive Director of the North Carolina Board of Ethics, gave a basic ethics and awareness presentation in the context of the Governor's Executive Order 127. In addition to providing a general overview of the order, the CJIN Governing Board used this presentation as a significant part of its in-house ethics education program.

Mr. Newson described the four main functions of the NC Board of Ethics. Mr. Newson then reviewed Section 7 of Executive Order 127, which covers rules of conduct for covered public officials including conflict of interest. Mr. Newson advised the CJIN Governing Board members to be careful of the appearance of a conflict of interest and stated that they must seek out an answer if in doubt. Mr. Bob Brinson asked about abstaining from voting if your agency was benefiting from the vote. Mr. Newson said the order covers this situation and it was probably inevitable that public officials would have a potential conflict of interest at times. Mr. Richard Little asked if the statement of economic interest was public record and Mr. Newson said yes.

### **Review of CJIN's General Assembly Report**

Ms. Carol Morin had previously distributed a draft copy of CJIN's General Assembly Report to the CJIN Governing Board members. Ms. Morin commented that she had already received feedback that there should be a summary section with a brief two sentence summary regarding what was accomplished last year and what it planned to accomplish this year for each CJIN initiative. Ms. Rebecca Troutman recommended that some performance measurements be included (the example given was to cite the number of fingerprints electronically submitted through the Statewide Automated Fingerprint Identification System). Ms. Morin walked through each section of the report and CJIN project leaders were available to answer any questions or comments. Ms. Morin stated that year-to-date balances for the CJIN Governing Board operations and the CJIN Data Sharing Standards initiative would be updated after the February cost reports were received.

The following initiatives were briefly discussed:

- CJIN-Voice Trunking Network (CJIN-VTN) is the next key piece to CJIN that needs funding.
- J-NET has a report due to the General Assembly on April 1, 2000.
- CJIN Network Security was suggested as an agenda item for the next CJIN Governing Board meeting. Several CJIN Governing Board members pointed out that efforts are underway at a national level to address network security because of its importance.
- During the discussion regarding the Statewide Computerized Criminal History Repository initiative, a recommendation was made to develop a CJIN technical architecture. This includes processes, policies, guidelines, and a CJIN template. Although each department submits their technical architecture to the IRMC, developing a CJIN specific architecture would show areas of commonalities and also identify areas of difference within the CJIN agencies. Mr. Bob Brinson recommended that CJIN perform a consolidated review after each department submitted their review to the IRMC. Although this will not provide any local CJIN information, it is a good starting point.
- ECitation received comments about the wording on the citation and the fact that the charges were not in a complete sentence. Judge Butterfield offered to provide the appropriate wording changes needed.
- The 'Total Cost of Implementation' chart will be further refined to have recurring costs indicate the number of Full Time Equivalents (FTE).

**MOTION: (Renee Kumor) To submit the CJIN Governing Board report to the General Assembly with the revisions discussed today and upon final review by the CJIN Governing Board Chair and Vice-Chair. MOTION SECONDED AND CARRIED.**

### **Local CJIN Subcommittee Report**

Mr. Bill Clontz stated that the good news is that there is an increased awareness of CJIN initiatives at the local government level. Mr. Clontz distributed a North Carolina Local Government Information Systems Association (NCLGISA) Subcommittee Report. Mr. Clontz said there is an enormous amount of interest at the local level in wireless technology and recommended that Mobile Data Computers be made available to building inspectors, restaurant inspectors, health inspectors, etc. Mr. Clontz said there should be only one mobile data network and it should include both criminal justice and non criminal-justice users.

At the February 24, 2000 Local CJIN and NCLGISA Subcommittee meeting, Mr. Bob Brinson recommended that a small working group be formed to identify issues and to decide on the best approach. The CJIN Governing Board endorsed this approach and a new subcommittee will be formed to research issues. Subcommittee membership was solicited from the Board and the local government: Mr. Bill Clontz, Ms. Rebecca Troutman, Ms. Carol Morin, Mr. Bob Brinson, Capt. Fletcher Clay, an appointment from DCI, an appointment from AOC, an appointment from OJJ, an appointment from ITS, an appointment from IRMC. (After the meeting, Richard NiFong and Ken Wiseman joined the subcommittee.)

The Board then discussed CJIN-MDN issues regarding the local government's request. Topics mentioned were: usage of FCC frequencies assigned to "public safety", security issues surrounding the need to share information among the criminal justice community, load capacity on the CJIN-MDN switch, prioritizing users being added onto the CJIN-MDN switch, economies of scale that could be achieved by having more users on the CJIN-MDN switch, benefits to the counties, and the fundamental obligation that CJIN-MDN was sold as the mobile network for the State of North Carolina and it could be used by all governmental agencies, not just the criminal justice community.

#### **Report from the CJIN Executive Director**

Ms. Morin stated that the CJIN Video committee had met once and an initial approach was discussed on the CJIN video. Volunteers from the Board were solicited to join this committee. Ms. Morin distributed her new mailing address to Board members and asked that they start using it in all of their correspondence. Ms. Morin stated that she is working with the Governor's Crime Commission staff in reviewing the federal register of funds to identify untapped funding for CJIN initiatives. Ms. Morin also informed the Board that she is continuing to fulfill CJIN speaking engagements at various conferences.

#### **Operations of the CJIN Governing Board**

Mr. Brinson covered this topic rather briefly because the meeting was running late. Mr. Little will be chairing a committee dealing with CJIN by-laws and such issues as meeting attendance and assignment of proxy would be addressed. Interested Board members should contact Ms. Morin to work on this committee. Mr. Brinson asked Board members to submit suggestions on the meeting format to Ms. Morin. Mr. Brinson stated that CJIN would be legislating for additional staff and the first position would be a CJIN administrative assistant that would also assist in grant management duties.

The meeting was adjourned at 2:30 P.M.