

NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)  
GOVERNING BOARD MEETING  
DEPARTMENT OF JUSTICE - WESTERN JUSTICE ACADEMY  
JUNE 22, 2000 9:00 A.M.

CJIN Governing Board Members

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

*Note: \* Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

Bill Clontz	Larry Wilkie	Rachel Spangler
Tracy Nichols	F/Sgt. Howard Higgins	Bryce Morrison
Fred James	Basil McVey	Cliff Layman
J. A. Savage	Jim Honeycutt	Navin Puri
Jim Baldwin	Michael Baldwin	Janie Beaver
Brad Cranford	Phyllis Lowder	Ilse Fogl
Bob Veranes		

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 9:00 A.M.

Mr. Robert Brinson welcomed Honorable Jim Persinger as the newest members of the CJIN Governing Board. Jim replaced Jean Massengill as the Magistrate appointment.

Approval of Minutes

Minutes from the March 9, 2000 meeting were approved.

## **Electronic Citation (eCitation) - Cumberland County Pilot**

F/Sgt. Higgins, SHP, gave the CJIN Board a brief update on the eCitation pilot project in Cumberland County and demonstrated several screens. F/Sgt. Higgins stated that one major enhancement to eCitation since he reported to the Board at the March 9, 2000 meeting was the proper notification of clients on the defendant end. Each of the two charge sections have two parts for each charge so you can manipulate text as it applies to the charge. The Administrative Office of the Courts (AOC) short language was initially used in the description but some judges and district attorneys felt that was not sufficient. F/Sgt. Higgins said you can edit text to accept the long hand text along with the general statute and the AOC short language up to 299 characters.

Mr. Ronald Hawley asked if a time study was done to project savings. F/Sgt. Higgins said that paper citations cost about \$0.10- \$0.15/each and electronic citations are about \$0.05/each. As eShuck moves the ticket electronically through the courtroom, it will save approximately 30 minutes in court calendaring time per citation. F/Sgt. Higgins stated that 1,400,000 State Highway Patrol tickets are written per year so the savings are significant. F/Sgt. Higgins said that the North Carolina driver's license bar code was using pioneer technology and it was difficult to read via a bar code scanner and it was encrypted.

Mr. Bill Clontz asked about the statewide rollout plan for eCitation. F/Sgt. Higgins stated that eCitation was not yet interfacing with the magistrate module and it was a critical piece for arrestable offenses to go electronic. Ms. Carol Morin asked about the content of the project report that was going to be presented to the Information Resource Management Commission (IRMC) in August. F/Sgt. Higgins stated that the present Governor's Highway Safety Program grant expires on June 30, 2000 and eCitation would continue to operate without funding during an interim period. Capt. Fletcher Clay commented that some changes were agreed upon already based on input from clerks, judges, district attorneys, and the project team but they would have to wait until more funding becomes available. Lt. Ken Wiseman said it takes approximately 25 minutes for their clerks to enter a citation into their record management system and with 2,500 citations written per month by the Fayetteville Police Department, he saw significant timesavings with an electronic citation. Lt. Wiseman also projected timesavings with the supervisory review process since so many hands presently touch each citation.

Mr. Cliff Layman, AOC, stated that some of the CJIN data sharing standards state appropriation was being used to fund work on the eShuck pilot. Mr. Layman stated that eCitation is the first step in the direction of a paperless district court under the CJIN plan and it electronically transmits the information to the Administrative Office of the Court's (AOC) Automated Criminal Infraction System (ACIS) from a Mobile Data Computer in a law enforcement vehicle. The clerks participating in the eCitation pilot identified the need to integrate the citation and case information electronically into the courtroom. Currently the clerk must still print a copy of the electronic citation and create a 'shuck' (paper file folder) as part of the court process. eShuck allows for paperless judgments and would provide an electronic 'shuck' for document handling. eShuck builds on the existing eCitation pilot in Cumberland County since several courtrooms are already wired to serve as a prototype for a paperless courtroom for an electronic capture of data via ACIS.

Mr. Layman stated that eCitation initiative piloted the business decision policy model designed by the Joint Select Committee on Information Technology. The model looks at the overall project strategic alignment, readiness criteria, financial situation, etc. Mr. Layman said the questions asked were not unreasonable and it was the same things that an individual agency reviewed when starting up a project. However, Mr. Layman said that there seemed to be varying formats for the same questions being asked by several groups (IRMC, OSBM, OSPL, etc.). Mr. Layman recommended better coordination among all groups involved and that forms be designed so they could be used by multiple groups and the budget process. Mr. Bob Brinson requested that Mr. Layman and Ms. Morin write a letter on behalf of CJIN and offer suggestions for improvements on the present processes and offer to work with the various groups to streamline it. Mr. Brinson commented that the CJIN model was a cooperative effort between state and local agencies and was trying to operate in a good business fashion. Mr. John Carriker stated that uniform forms accessed via the Internet would provide an easy mechanism for everyone to view the information.

### **Network Security Presentation**

Mr. Bob Veranes, part of the Statewide Network Security-CJIN (SNS-CJIN) project team, gave an overview of network security. Mr. Veranes stated that security resources are expensive, hard to get, and hard to keep because of the present market demand for these skills. Capt. Fletcher Clay asked about the freedom to move around and have authorized access to CJIN information once you were inside the CJIN state agencies firewalls. Mr. Veranes said this was the case if policy permits. Ms. Renee Kumor asked about the responsibility of local governments and how they could match the state's investment to access information. Mr. Veranes stated that once a set of technology was agreed upon, it was easier and less costly for local governments to operate as they had a standard configuration for accessing all state agency services. Mr. Kumor said that local governments needed to know this information as soon as possible so they could start preparing for it. Mr. Bill Clontz stated that once objectives align for state and local agencies, the local governments could spend their money just once and satisfy two to three requirements at the same time. Mr. Ronald Hawley stated that sometimes there was a false sense of perimeters and ecommerce statewide initiatives will solve similar problems across the state once. Mr. Hawley pointed out that eCitation could allow for the scanning of payable tickets with a credit card and then connect to the statewide accounting system. Mr. Hawley said the statewide strategies being implemented via ecommerce as flexible in connectivity needs and allow the ability to network and share information. Mr. Brinson stated that CJIN was a secure network and other states had endorsed a single vendor solution that had a firm definition of parameters and was not fluid in nature.

## **Report from the CJIN Security Oversight Committee (SOC)**

Mr. Richard Little, SOC Chair, stated that the members served on the SOC at the pleasure of the CJIN Board and any actions taken were on behalf of the CJIN Board. Mr. Little stated that SOC meetings were 'closed' due to the nature of the meeting. Lt. Ken Wiseman pointed out that most SOC members were on the CJIN Board but he had a concern that Mr. Bob Brinson was Chair of the Board and Vice-Chair of the SOC while Mr. Richard was Vice-Chair of the Board and Chair of the SOC. The Board decided this could be viewed as a potential conflict of interest and asked that the SOC elect a different Vice-Chair. Several minor edits to the SOC charter were pointed out and the Board decided that the SOC charter could be updated and redistributed via e-mail so it could be formally approved.

## **Juvenile Justice Network (J-NET)**

Ms. Rachel Spangler and Ms. Tracy Nichols, both from OJJ, gave an overview of current J-NET activities and a demo of J-NET Version 1A, which shows a snapshot of juveniles as part of the pilot in New Hanover County. This will eliminate the monthly reporting of field staff because the central office can do the report now. Version 1B will offer more capability, including name alias. Mr. Richard Little asked if the J-NET legislative report would be distributed to Board members and Ms. Spangler said they would send a hardcopy. Lt. Ken Wiseman asked about juvenile investigative officers and if Version 1B would provide the kind of field information that they needed and Ms. Spangler said yes but connections to law enforcement would need to be studied. There was a question about the ability of Mental Health and Social Service workers being able to access the J-NET information but Ms. Spangler stated that the steering committee and core group decides what goes in each release and how connectivity will rollout. Mr. John Carriker asked if the District Attorneys were going to part of the pilot in New Hanover County and Ms. Spangler said she would investigate it.

## **Local Applications of CJIN-MDN (City of High Point)**

Mr. Richard Nifong, along with the OSSI vendor, did an interactive demonstration of the voiceless dispatch system used in High Point. The demo included details of the dispatch record, maps, mug shots, updated record status, emergency notification, and an officer in trouble key sequence. OSSI stated that four law enforcement agencies were using their product and several others were presently under negotiation.

Capt. Fletcher Clay, SHP, voiced a concern about the bandwidth required for a mug shot. Capt. Clay stated that he endorsed the exploration of vector quantification technology at the CJIN-MDN switch and said that mug shots standards would be helpful in a driver's license as well as escaped inmates. Capt. Clay stated that the performance on the CJIN-MDN switch would decline dramatically if the current 128 criminal justice agencies all started sending mug shots across the CJIN-MDN network. Capt. Clay asked if CJIN could explore a more efficient way to perform this function and if CJIN could help out in securing the funding. Mr. Bob Brinson asked Capt. Clay to chair a subcommittee and asked for appointments from DCI, the City of High Point, and Ms. Morin.

Ms. Renee Kumor aside about the maintenance of the CJIN-MDN infrastructure and Mr. Brinson said it was a significant issue that was presently being discussed as to how best to pursue it.

### **Local CJIN Subcommittee Report - CJIN-MDN and Local Government Request**

Mr. Bill Clontz, New Hanover County MIS Director, gave a status report on the CJIN-MDN request. Mr. Clontz said that funding was an issue: the on-going operations of CJIN-MDN, the administration of CJIN-MDN from both the SHP and DCI perspectives, and the outstanding request of CJIN-MDN to expand to other local governments workers such as building inspectors, health inspectors, etc. The subcommittee also briefly discussed the need for tiered pricing, an automated billing application, and SHP resources. The subcommittee had researched the statutes and it appeared that the Federal Communications Commission (FCC) would not deny a user access based on their definition of public safety. The next step was for CJIN to request a formal Attorney General's opinion on who could use CJIN-MDN network and Ms. Morin is presently drafting such a memo. Mr. Ron Hawley stated that there was statewide responsibility for the CJIN-MDN to support the state's wireless technology needs. Mr. Bryan Beatty expressed a concern about DCI resources, which presently perform the billing and the potential expansion to a larger user base. The Office of State Budget and Management is also doing a study on the cost of DCI's \$6/month/device fee and the results are due out later this summer. The subcommittee intends to issue a report before the next CJIN Board meeting.

### **General Comments from Governor's Crime Commission**

Mr. Navin Puri, Governor's Crime Commission (GCC), gave a brief update on the GCC awards for the Year 2000 grant cycle from the Information Technology (IT) Committee perspective. Mr. Puri stated that there were 3 categories for the IT Committee: Category A (70%), mostly Mobile Data Terminals and CJIN related projects - \$2,900,000; Category B (20%), I-Base and crime reporting - \$200,000; and Category C (10%), Geographic Information Systems - \$500,000. Mr. Puri stated that approximately \$10,000,000 was submitted in grant applications and approximately \$3,700,000 Edward Byrne grant money was awarded by the GCC IT Committee.

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

Ms. Carol Morin reviewed the guidelines for submitting travel expense account forms with the CJIN Board. Ms. Morin asked the CJIN Board send her comments on how often they would like to meet because it seemed that there was more material to discuss than the scheduled meeting time permitted. Ms. Morin also asked the CJIN Board to give feedback to the meeting format and suggest changes if they had any.

### **CJIN Governing Board By-Laws**

Mr. Richard Little solicited the CJIN Board for volunteers on writing the CJIN by-laws. Captain Fletcher Clay said he would assist Mr. Little and Ms. Morin in this effort. Captain Fletcher Clay also said that it was important for the CJIN Board to stay in compliance with the statutes at all times.

### ***Round Robin***

Mr. Bob Brinson stated that several people had asked for a few minutes on the agenda at the end of the meeting as time permitted.

### **Statewide Magistrate System**

Mr. Cliff Layman, AOC, gave a brief update on the Statewide Magistrate System. Forty-six counties are live and the implementation is planned for the first quarter of 2001. Mr. Layman said they have changed their strategy a little and a Citrix solution is being used to improve response times and servers are being centralized to reduce support costs. These actions will move us closer to the goal of a statewide warrant repository.

### **Statewide Automated Fingerprint Identification System (SAFIS)**

Mr. Larry Wilkie, SBI, gave an update on SAFIS. Mr. Wilkie stated that sixteen more live scan devices are on order and an interface is being developed with the state computerized computer history file for creating new records or updating existing records.

### **John Carriker, CJIN Board Member**

Mr. John Carriker had several items to discuss.

- A. Mr. Carriker requested that the CJIN Board invite Representative Joe Tolson and Senator Eric Reeves to speak on their vision of the future of technology in North Carolina. Mr. Carriker would like to hear the strategy for funding recurring costs on our CJIN initiatives and how best to coordinate these efforts.
- B. Mr. Carriker would like to discuss at a future Board meeting the topic of sanctions against agencies that agree to accept funds from the Governor's Crime Commission or other sources but then fail to fully participate in the effort of sending in the required data.
- C. Mr. Carriker stated that funding drives everything we do and he would like to discuss a non-profit corporation for technology, which would form a private-government partnership and allow donations to be made to criminal justice technology.
- D. Mr. Carriker stated that he would like the processes and procedures streamlined as much as possible and reduce the number approvals requires as well as the amount of paperwork to be filled out. Mr. Carriker also mentioned that he would like the discussion to include sanctions for non-compliance as well as the funding stream needed.
- E. Mr. Carriker stated that he would like the CJIN Board to meet every other month and start discussing some of these more difficult issues.

### **Renee Kumor, CJIN Board Member**

Ms. Renee Kumor requested that an agenda item at the next CJIN Board meeting discuss the topic of recurring funding needs for CJIN.

The meeting was adjourned at 1:15 P.M.