

**NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)
GOVERNING BOARD MEETING
MAY 10, 2001 9:00 AM**

**DEPARTMENT OF CORRECTION
ENTERPRISE CONFERENCE ROOM
RALEIGH, NORTH CAROLINA**

CJIN Governing Board Members

Robert Brinson	Chip Hight
Richard Little	Stuart LeGrand *
Glen Allen	Frank McGuirt
Bryan Beatty	Richard NiFong
Lewis Blanton	Thomas Payne
John Carriker	Robert Rader *
J. B. Evans	Larry Ware *
Ronald Hawley	Ken Wiseman

*Note: * Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

Fred James	David Jones	Larry Wilkie
Beth McDonough	Navin Puri	Doug Yearwood
Fletcher Clay	David Munday	Tracy Keel
Michael Hodgson	Woody Sandy	Thomas Caves
Al Ulak	George Bakolia	Rachel Spangler
Jane Lusk	Cliff Layman	Rebecca Troutman
Dave Garson	Charles Dean	James Klopovic
Al Hyder	John Couchell	Jim Bowden

Having a quorum of members present, Chairman Robert Brinson called the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 9:15 AM. Chairman Bob Brinson announced two new CJIN Governing Board members: Judge Henry “Chip” Hight, Jr. (Judicial District 9) is replacing Judge G. K. Butterfield and Honorable Larry Ware, Magistrate from Cleveland County, is replacing Jim Persinger.

Approval of Minutes

Minutes from February 21-22, 2001 meeting were approved.

CJIN Executive Director Report

Ms. Carol Morin reported that there might be news on the National Governors’ Association grant by the

end of June. The project team, headed by Bob Brinson, submitted a request on behalf of the Governor's Office for three projects which were \$200,000 each. The CJIN General Assembly report was submitted at the end of March and Board members were mailed a copy of the report in early April. Ms. Morin said she intends to have the General Assembly report on the CJIN web site shortly. Ms. Morin said that she was busy with management activities on two CJIN Department of Justice (DOJ) federal grants.

National Criminal History Improvement Program (NCHIP) Grant

Ms. Carol Morin stated that CJIN had submitted a pre-application for a Governor's Crime Commission (GCC) grant for \$210,000 (with \$52,500 being CJIN 25% match money) for a refresh of the CJIN study in 3-4 selected areas. Ms. Morin said that she has also pursued a National Criminal History Improvement Program (NCHIP) grant for \$705,555.55 (with \$70,555.55 being CJIN 10% match money). Since NCHIP focuses on the criminal history record, Ms. Morin said that CJIN proposes to research and evaluate three areas: how to positively identify a person, including their past and current involvement with the criminal justice system; how to achieve a single and comprehensive criminal history record; and how to maintain the operating environment to support a complete criminal history record. Ms. Morin said she envisioned the NCHIP grant, if awarded, would not be like the previous CJIN study where one vendor was awarded the entire amount but rather multiple, smaller statements of work which would be bid individually. The NCHIP grant application includes staff for two one-year time-limited positions – a CJIN Administrative Assistant and a CJIN Budget Officer.

Mr. David Jones, GCC Executive Director, stated that NCHIP funds were very restrictive and he thought this proposal would yield a good return on investment of CJIN match monies. Mr. Bob Brinson said there seemed to be a consensus that it was time to do a study refresh due to advancements especially in the area of wireless technology and network security. Mr. Brinson stated that CJIN is being asked about the total cost to complete it and the recurring funds needed and this study will help answer those questions. Mr. Brinson said that CJIN has pursued several different avenues to secure funding for a study refresh: a \$200,000 NGA request and the \$210,000 GCC grant but the NCHIP grant is a much more attractive alternative because it is a larger amount of money with only a 10% match money. Mr. Brinson said the match money would primarily come from the CJIN Board operations money but there have been other unspent funds which will supplement this so CJIN can afford the \$70,555.55 match money. Mr. Brinson said that CJIN would withdraw its GCC grant application if awarded the NCHIP grant. Secretary Bryan Beatty asked how long it would take to complete the work and Mr. Brinson said the NCHIP grant was for one year but a request for extension could be made if needed. Lt. Ken Wiseman asked if Price Coopers Waterhouse would be doing the work and Mr. Brinson said the work would be bid in smaller segments rather than one piece. Mr. Richard Little suggested a steering committee similar to the NGA grant be established.

Motion: To use CJIN Governing Board monies in DOJ cost center 13001363 as match monies for the NCHIP grant. MOTION SECONDED AND CARRIED.

Election of CJIN Governing Board Officers

Mr. Bob Brinson stated that the CJIN Governing Board was past due for its election of officers. Sheriff Frank McGuirt asked who could vote and it was decided that it would be the legislatively appointed Board members and not the two ex-officio members. Following Robert's Rules of Order, Mr. Brinson asked CJIN Vice-Chair Richard Little to take over the meeting for the election of the CJIN Chair.

MOTION: To nominate Mr. Bob Brinson as Chair of the CJIN Governing Board. MOTION

SECONDED AND CARRIED.

Mr. Brinson thanked everyone for their vote and then he resumed control of the meeting as the newly re-elected CJIN Chair.

MOTION: To nominate Mr. Richard Little as Vice-Chair of the CJIN Governing Board.

MOTION: To nominate Lt. Ken Wiseman as Vice-Chair of the CJIN Governing Board.

The nominations were closed and via a vote with a show of hands, Lt. Wiseman was elected as Vice-Chair. Mr. Brinson thanked Mr. Little for his efforts as CJIN Vice-Chair and welcomed Lt. Wiseman as the new CJIN Vice-Chair.

CJIN Governing Board By-Laws

Mr. Richard Little stated that Special Deputy Lars Nance, CJIN's Attorney General appointment, had recommended against having CJIN by-laws since it was not cited in the legislation that created CJIN but rather have a set of policies adopted to address specific issues. Mr. Little asked that a subcommittee be formed to work on these policies and Lt. Ken Wiseman, Secretary Bryan Beatty, and Ms. Carol Morin volunteered. Judge Chip Hight asked about the purpose of by-laws and Mr. Little said there were two problem areas that were of general concern: who could be a proxy and meeting attendance. The Board discussed amending the statute to allow by-laws but there was general consensus to try the policies first and see if they worked.

CJIN Voice Trunking System and 911 Funding

Mr. Mike Hodgson stated that the last CJIN Board meeting generated questions on the use of 911 funds, which are a surcharge on the monthly telephone bill, and how the funds are dispersed in different ways.

Mr. Hodgson said that he is preparing a COPS MORE grant application via a Senator Edwards earmark for \$700,000 for the CJIN Voice Trunking System. Mr. Bill Clontz asked about the ability to leverage trunking systems in place already but Mr. Hodgson said he can't offer interconnection to the present systems without assuming control of them and there was a lack of desire on local entity to forfeit this control. Mr. Hodgson recommended that the local entities program their units to have the SHP system in it and the backbone would need to be increased to accommodate traffic of local governments if they didn't have a trunking system of their own.

Mr. Richard Taylor, Administrator for the Wireless 911 Board, gave an overview of the 911 operations and fund usage. Mr. Taylor reviewed the use of 911 surcharge and said the current session had eight bills that were requesting the expansion use of the 'wired side' of the telephone. Mr. Hodgson said the State Highway Patrol (SHP) doesn't directly answer 911 calls but gets secondary call when a Public Safety Answering Point (PSAP) transfers a call to the SHP. However, the SHP receives no compensation from 911 as a secondary call center but it has requested for SHP centers to get an upgrade. Both Mr. Hodgson and Mr. Taylor said they have seen a tremendous growth in the number of wireless phone calls received. Mr. Hodgson asked if SHP could have some of the wireless funds in the future but Mr. Taylor said the current legislation allows only qualifying PSAPs. The Board discussion concluded that this was an evolving issue and they thanked Mr. Taylor for taking time out of his busy schedule to brief them.

Senate Bill 900

Mr. Bob Brinson reviewed the history of events leading up to the creation of Senate Bill 900 and said he was interested in having the CJIN Board comment and provide feedback on it. Mr. Brinson noted that several agencies had already addressed their concerns with Senator Reeves and as a result, the bill had been revised. The Board discussed the intent of the criminal justice technology fund, the change in appointments to the Board, and the fact that there was no local government representation on the subcommittee dealing with budget and funding.

MOTION: To provide feedback that the CJIN Governing Board would like to have the ability to appoint two local government representatives on the subcommittee dealing with budget and funding. MOTION SECONDED and CARRIED.

Magistrate System

Mr. Cliff Layman stated that phase 2 software had significant enhancements and it would help move the Magistrate System closer to the statewide and Administrative Office of the Courts (AOC) architectural requirements. Mr. Layman said that 64 counties were operational on phase 2 software several weeks ago, 6 more counties were coming on next week, and he expected 97 counties to be operational by July 15, 2001. Mr. Layman said that AOC decided not to renew its contract with VisionAire, AOC would be assuming full responsibility of the code and help desk, and staff would be hired to support this effort.

Warrant Repository

Mr. Cliff Layman said the warrant repository could be considered a natural extension of statewide magistrate system or a whole new project in and of itself. A key goal is to bring the magistrate system into full architecture compliance as the warrant repository is developed. The Information Resource Management Commission (IRMC) has approved the design phase of the warrant repository project. Mr. Layman said an issue being addressed was how to make effective use of legacy programmers and bridge a training gap so as not to lose their in-depth knowledge of court system applications.

CJIN Mobile Data Network (CJIN-MDN)

Lt. Woody Sandy distributed a handout on CJIN-MDN. Lt. Sandy said CJIN needs to find a way to pay the recurring maintenance cost on transmitters. The vendor charges \$125 per month/base station but SHP has spent \$15,000 on training its own staff so they can do board swaps, ship to depot service, and then keep it as a spare. Other innovative ideas are also being researched to keep costs down.

Lt. Sandy said there has been a cost reduction in infrastructure equipment and as a result, the federal grant funding Phase IV will be able to buy additional transmitters to help with a load balancing in Fayetteville, Greensboro, and other areas that are presently being identified. There should be a minimal amount of funding for additional network equipment and new sites. SHP has asked the North Carolina Legislature for \$1,700,000 for Phase V funding. Lt. Sandy said that CJIN-MDN has received national recognition. Mr. Richard NiFong asked about projections for additional devices coming on this year but Lt. Sandy said it was hard to predict but he would guess 240-300 from the Governor's Crime Commission funding and then some from COPS MORE grants.

Lt. Sandy stated that SHP has partnered with the National Science Foundation and NC State University's Graduate program to devise a compression algorithm to compress drivers' license photos for transmission to mobile data computers in the field and expected this to be available in the near future.

CJIN-MDN and Local Government Request

Mr. Bob Brinson gave the status of Mr. Bill Clontz's request from the non-traditional criminal justice local governments to use CJIN-MDN infrastructure to access their applications. The CJIN Board sent a letter to the IRMC and a meeting is setup next week with Mr. Ron Hawley (State Chief Information Officer), Mr. Ralph Campbell (IRMC Chair), and Woody Yates (IRMC Executive Director). Mr. Michael Fenton (State Chief Technology Officer) has formed a working group on wireless technology and will address strategic issues such as architecture, how does CJIN-MDN fit in the statewide wireless system, and how best to handle Mr. Clontz's request. Mr. Woody Yates is also writing a 'white paper' on wireless technology.

CJIN Network Security

Ms. Carol Morin stated that the federal grant funding the CJIN network security work effort was ending on June 30, 2001 but a grant extension was requested to Sept 30, 2001. Mr. Brinson said the project team is working with the CJIN state agencies on installing firewalls, data encryption, and authentication and authorization. Mr. Brinson stated that this project is a big step towards a new level of security on key components in CJIN. Lt. Ken Wiseman asked about the June 6, 2001 deadline for being NCIC 2000 compliant and Mr. Brinson said some of the things are being paid for by the grant as they deal with the implementation of TCP/IP architecture.

CJIN Security Oversight Committee (SOC) Report

Mr. Richard Little stated that the SOC meets every two weeks and it provides technical oversight of the network security grant. There is a technical advisory group that works closely with the SOC. Mr. Little said that minutes are kept of the meetings and if anyone has a greater interest, then ask him for the additional information.

Juvenile Justice Network (J-NET)

Ms. Rachel Spangler distributed the April 2001 J-NET/Technology newsletter and the J-NET response to the April 3, 2001 IRM assessment. Ms. Spangler said that New Hanover and Pender counties went operational on Version 1A at the end of March. The updated J-NET project cost is \$32,000,000 and should be completed by the year 2007 pending available funding each year. Ms. Spangler said that the Department of Juvenile Justice and Delinquency Prevention (DJJDP) is working with Senator Edwards' office for a \$5,000,000 appropriation. Until future funding sources are secured, the IRMC has recommended that the project team operate in maintenance mode. Lt. Ken Wiseman asked for a breakdown of the \$13,000,000 that has been spent already and said he was concerned about the higher price tag for J-NET. Mr. Brinson said that everyone is looking at the escalation of cost but he reminded the Board that J-NET said they would re-estimate the project cost when they had a good cost model. Ms. Spangler said there has also been some inconsistency in how the financial figures were presented and sometimes they included DJJDP infrastructure costs and sometimes they didn't. Lt. Wiseman requested that the J-NET team work more closely with the law enforcement juvenile officers and Ms. Spangler said their first priority is the court counselor's office.

Mr. Ronald Hawley said that education and awareness of J-NET has increased but it is important to remember that DJJDP is starting from 3x5" index paper cards and moving towards an automated agency system. Mr. Jim Bowden stated that when J-NET was started, DJJDP didn't exist so there was no infrastructure or hardware to build on and DJJDP is having to purchase more than 1,000 personal

computers. Mr. Brinson said that J-NET reports monthly to the IRMC and that DJJDP is trying to build J-NET and its infrastructure at the same time so this has lengthened the J-NET development effort. Mr. Brinson reminded the Board that it is legislatively appointed to watch over this project.

Mecklenburg CJIS-AOC Effort

Mr. Richard Little introduced Mr. Duane Campbell from Mecklenburg County. Mr. Little stated that AOC partnered with Mecklenburg County almost two years ago to replace the local and county criminal justice information system. Mr. Little said there is great interest in updating the court components since 1982. Mr. Little said AOC and Mecklenburg County are working closely with the IRMC and Gartner Group to develop a long-term plan. In late May, Mecklenburg will begin the conceptual design stage, which should take approximately four months.

Wireless Courtrooms

Mr. John Carriker complemented the AOC on its pilot work in wireless courtrooms and said it was the best thing that ever happened to him. Mr. Carriker said that he can walk anywhere in the courthouse now because of a \$175 wireless card in his personal computer. Mr. Carriker provided several examples where it has produced tremendous savings and provided a delivery of better justice. Mr. Richard Little said that AOC had 2,200 ‘green screens’ almost two years ago and they have almost all been replaced with personal computers. Ms. Spangler asked if there were any security considerations with the signal being intercepted and Mr. Little said he didn’t know but he would find out the answer. Mr. Brinson said he has similar connectivity issues in connecting outlying building on a prison campus. Mr. Little stated that courtroom automation was one of the four major milestones of the CJIN study.

Geographical Information System (GIS) for Small and Medium Law Enforcement Jurisdictions

Mr. James Klopovic, Governor’s Crime Commission, distributed a copy of the “GIS for Small and Medium Law Enforcement Jurisdictions: Strategies and Effective Practices” publication to the CJIN Board members. Mr. Klopovic explained that GIS is a way to assimilate information and the GCC funded a study that developed a model on how to do GIS in the small and medium law enforcement jurisdictions. Dr. David Garson, Professor at North Carolina State University / Public Administration, gave a brief overview of effective startup and operational practices for GIS. Mr. Al Hyder, Asheville Police Department, and Dr. Charles Dean, Professor, University of North Carolina at Charlotte / Director of the Carolinas Institute for Community Policing in Charlotte demonstrated the way that they use GIS for crime analysis. Mr. Bob Brinson said that the GCC Information and Technology Committee have funded GIS activities in the past.

Other New Business

Mr. Brinson informed the CJIN Board that he had received a resignation letter from Mr. Ronald Hawley. Mr. Brinson thanked Mr. Hawley for his past service both in the CJIN study, as past CJIN Vice-Chair and Chair.

The meeting adjourned at 1:50 PM.