

NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)

GOVERNING BOARD MEETING

FEBRUARY 13, 2003 9:00 AM

North Carolina Department of Correction

Enterprise Conference Room

Raleigh, North Carolina

CJIN Governing Board Members

Glen Allen	Richard Little
Lewis Blanton	Richard NiFong *
Bryan Beatty	Dwayne Patterson *
Robert Brinson	Thomas Payne
Joseph Buckner *	Robin Pendergraft *
John Carriker	Robert Rader
J. B. Evans *	Norris Tolson *
Chip Hight	Larry Ware
Roy Holler *	Ken Wiseman
Carol Howard *	

*Note: * Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

Neal Smith	Lars Nance	Nancy Lowe	Larry Smith
Doug Yearwood	Navin Puri	Bill Richardson	Nazmin Alani
Jim Dieterle	Fred James	Rick Smith	Doug Ware
David Barnette	LaVern Dunn	Gene Gilleland	Holt Watts
Cliff Layman	Rebecca Troutman	Basil McVey	Larry Wilkie
Jim Edwards	Mike Hodgson	Donna Maynard	Fletcher Clay
Ken Taylor	Denise Thomas	David Prince	Ryan Rand
Steve Kulig	Wanda Thomas	Ben Comer	Janet Greene
Denise Jackson-Shell	Leah Bryant	Rodney Spell	Joey Gardner

Having a quorum of members present, Chairman Robert Brinson called the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 9:05 AM. Mr. Brinson asked the Board members and the audience to introduce themselves.

Approval of Minutes

Minutes from November 14, 2002 meeting were approved.

Memo from North Carolina Board of Ethics

Mr. Brinson reviewed a memo that had been received from the North Carolina Board of Ethics. The memo was dated February 6, 2003 and it was an evaluation of statement of economic interest filed by Judge Joseph M. Buckner. The memo cited that the Board of Ethics did not find an actual conflict of interest but did find a potential for conflict of interest and requested that the findings be read into the Board's minutes. Mr. Brinson reminded the Board members that CJIN receives notifications from the Board of Ethics and that members needed to be cautious when performing their official duties.

Dept. of Justice Migration Update

Mr. David Barnette and Ms. LaVern Dunn gave an update on the Department of Justice (DOJ) migration. In the beginning of February, Mr. Barnette said he started adding CJIN Mobile Data Network (CJIN-MDN) users to the system because the limitation of 10,000 Originating Routing Id's (ORI) no longer exists. Mr. Barnette commented that the State Highway Patrol has been very helpful in allowing DOJ to shift some of their users id's to cars that needed them. Mr. Barnette stated that if an in-house terminal had full access on the old system, then they were 'grandfathered in' and a grant would pay for their new software. All new in-house terminal users will have a \$325 one-time-charge for the software though. Mr. Barnette encourages anyone to call him if there are further questions or issues to discuss. Mr. Brinson asked if DOJ had enough funds to finish scheduled work for this State fiscal year and Ms. Dunn said yes.

CJIN Executive Director Report

Ms. Carol Morin reviewed several items that were included in the Board member's package. Ms. Morin stated that she submitted a Governor's Crime Commission grant on behalf of the Board for \$20,000 in operating monies. Ms. Morin mentioned the letter from Coats&Bennett, PLLC, dated January 31, 2003, citing the notice of suspension for the eCitation trademark application. Next, Ms. Morin covered several items in the Governor's Crime Commission (GCC) 2003 Legislative Agenda in Pursuit of Justice that might impact CJIN. Ms. Morin asked the Board members to send her suggestions for the proposed criminal justice tours in September.

Mr. Brinson stated that the GCC had consulted with him about the proposed legislative agenda item for moving the Board to the Department of Crime Control & Public Safety (DCC&PS). Mr. Brinson said that DOJ has provided excellent support to date, the Department of Correction (DOC) has provided office space for the CJIN staff since December 2000, and the DCC&PS has stated that moving the Board administratively would promote collaboration and would likely result in increased efficiency. Mr. Brinson noted that GCC had selected key projects in its legislative agenda package that were important to CJIN – recurring costs, CJIN Voice Trunked Network (CJIN-VTN), and the Automated Warrant Repository System (AWARE).

CJIN Planning Study Update

Ms. Morin reviewed a handout titled "CJIN Planning Project Update" dated February 13, 2003. Ms. Morin said the proposed remaining 2003 Board meeting dates were planned around several project's final report.

North Carolina's Domestic Preparedness Strategy

Mr. Brinson asked Secretary Beatty to introduce Dr. Ken Taylor, Director of the Division of Emergency Management (OEMS), DCC&PS. Dr. Taylor gave the latest status of the Office of Domestic Preparedness, the Omnibus Bill, and NC's funding strategy. The Board was in general agreement that it had fiduciary responsibility for CJIN-VTN and network security but the State doesn't have the funding for these projects and we don't see the federal funds arriving anytime soon. Dr. Taylor agreed that CJIN had properly assessed the situation and he said that North Carolina would aggressively pursue any money that 'was left on the table' by another state. There was also some discussion on what would qualify as the grant matches (i.e., cash versus dedicated salary) and who would be responsible for the match. Mr. Brinson thanked Dr. Taylor for updating the Board on this important topic.

CJIN General Assembly April 2003 Report Content

Mr. Brinson and Ms. Morin led the discussion on the CJIN General Assembly report that is due on April 1, 2003. Mr. Richard Little asked if the recurring costs project would show what other states are doing and identify some funding possibilities. Ms. Denise Thomas asked if CJIN intended to explore alternative funding sources as a recommendation in the special provision section of the report. Mr. Brinson asked Ms. Morin to look into both of these issues. Ms. Morin stated that the report would be amended once the fingerprinting serious misdemeanants study and recurring cost study deliverables were accepted by CJIN. Mr. Brinson asked the Board what they wanted as the funding priorities for this year and it was agreed that AWARE, CCH, CJIN-VTN, and network security would be cited. Ms. Morin asked the Board if they had a preference on graphics included in this year's report and Mr. Little suggested a

timeline since 1996. Ms. Morin stated that this year's report would include templates for active projects. Ms. Troutman suggested that pictures of the high priority projects be included to show data exchange between the partners. Ms. Thomas stated that although she was trying to schedule CJIN to do a formal presentation, she strongly recommended that CJIN do some lobbying to publicize its needs.

CJIN Voice Trunked Network (CJIN-VTN) Subcommittee

Lt. Ken Wiseman and Mr. Mike Hodgson jointly updated the Board on the CJIN-VTN subcommittee's progress since the November 14, 2002 meeting. The subcommittee has met four times, an outline for the detailed project plan has been developed, and the staffing resources are presently being identified. Lt. Wiseman stated that the CJIN-VTN project is critical to North Carolina and we needed to find a way to move the project forward. Mr. Hodgson reviewed a handout that was distributed to Board members. Mr. Hodgson highlighted the preliminary staffing discussions with the National Institute of Justice (NIJ) organization, and stated that it would be difficult to serve as both the CJIN-VTN project manager and the Subject Matter Expert during the development of the detailed project plan. Ms. Thomas recommended that the project identify the progress that has been made to date and show funding needs on a yearly basis. Major Fletcher Clay discussed the DCC&PS goal of developing a State short-term operability solution and asked if the subcommittee wanted to be a key player as this goal moves forward. Mr. Hodgson pointed out that Mr. Mike O'Shea, NIJ, recommended against there being multiple committees for the short-term and long-term goals and that the CJIN-VTN subcommittee endorsed this approach. There was a consensus that the short-term solution should try its best to support the long-term solution to maximize the limited funds that were presently available. Ms. Thomas asked if the State Highway Patrol would recommend the short-term solution and Secretary Beatty said yes. Mr. Brinson stated that he wanted to ensure that the Board members recognized that CJIN-VTN was a long-term, high dollar project and we might have to consider smaller interim solutions while waiting for funding. There was agreement that CJIN would use the Gartner Group's figure of \$240,000,000 for infrastructure costs until the subcommittee could lower that figure through the detailed project plan.

CJIN Mobile Data Network (CJIN-MDN)

On behalf of Lt. Woody Sandy, Mr. Rodney Spell gave an update on CJIN-MDN. Mr. Spell stated that CJIN-MDN Phase V had a total of fourteen sites. Nine were operational and five have been held up due to the installation of telecommunication circuits by DOJ and/or local telephone companies. CJIN-MDN will be gaining four additional sites as part of a Wake County grant and although there are no installation costs, there may be recurring costs but this depends on the findings of site development work. Mr. Spell distributed cover maps for Phase V and then for all of CJIN-MDN and he noted that those areas in white have marginal coverage. Mr. Spell described how coverage maps were generated and how they determined if additional transmitters were needed to improve coverage. Mr. Spell stated that CJIN-MDN may have to update its equipment to provide additional features like Internet access, facial images transfer, Automated Vehicle Locating / Global Positioning System (AVL/GPS) and others applications which will provide additional loading on existing infrastructure equipment. Mr. Brinson asked if SHP could tell that DOJ was adding users to the system and Mr. Spell said yes.

Administrative Office of the Courts Update

Mr. Cliff Layman introduced the AOC staff members and reported on three major projects: the NC Statewide Warrant Repository (AWARE), Criminal Justice Integrated System (CJIS), and eCitation. Mr. Layman commented that the projects being worked are more for the criminal justice community than being court specific.

Mr. Ben Comer gave an update on the NC AWARE. Lt. Wiseman said he has participated in NC AWARE meetings and has provided input from day one of the project.

Ms. Denise Jackson-Shell gave an update on CJIS, a joint project between AOC and Mecklenburg County. Ms. Troutman asked if the CJIS code could be used in other NC counties. Mr. Layman replied that he was ensuring the court component being developed was scalable, but he could not speak for the law enforcement component. Mr. Layman said there might need to be some minor modifications, but the court component of CJIS complies with AOC and Statewide Technical Architecture. Ms. Thomas asked if there was juvenile court code being developed. Mr.

Layman replied that AOC's development effort has been concentrating on the adult criminal but it would be easy to add additional components, as we own the code. Mr. Layman stated that AOC planned to reuse existing code in other applications and this was an efficient way to save time and money. Ms. Troutman asked if CJIN has a role in the CJIS law enforcement component. Mr. Layman said that AOC has tried to keep the Board updated so they can maintain an awareness of it. There was further discussion on how CJIN could become more proactive in the early design phases. Mr. Brinson stated that the Board has received periodic updates and we would like to continue to receive updates. Mr. Brinson asked Ms. Morin to have the CJIS law enforcement component presented at the September Board meeting.

Mr. Ryan Rand gave an update on eCitation. Mr. Brinson asked if eCitation is in the AOC wireless architecture and Mr. Rand replied yes. Mr. McVey stated that work would continue to take place when transmissions are having problems. Mr. Layman stated that the eCitation code is property of the State of NC so we can make it more robust in the future as needed. Ms. Troutman asked if the existing National Governors' Association grant would fund statewide rollout. Mr. Layman replied that the surveys would determine that. Ms. Troutman asked if there would be a charge for eCitation. Mr. Layman said it would be distributed for free. Lt. Wiseman stated that he would like to have eCitation interface with NC AWARE. Mr. Little stated that eCitation has handled 22,000 citations with a zero error rate. Mr. Layman reminded the Board that not everyone has to use eCitation and some law enforcement officers can still use the traditional paper citation.

NC-JOIN

Ms. Nancy Lowe distributed a presentation titled "CJIN Meeting NC-JOIN Update, February 13, 2003". Ms. Lowe stated that the Department of Juvenile Justice and Delinquency Prevention (DJJDP) programmers have been doing all of the maintenance and support for Phase 1. Ms. Lowe said that the Phase 2 scope includes data collection requests from the Sentencing Policy and Advisory Commission, GCC, and AOC. Ms. Lowe announced that the third stakeholder meeting would take place on February 26, 2003. Mr. Troutman asked about the involvement of school systems. Ms. Lowe said she would consider a pilot and was open to suggestions. Mr. Thomas Payne asked if the NC-JOIN team was mindful of data confidentiality and Ms. Lowe replied yes. Mr. Payne stated that he doesn't share juvenile records unless a judge orders it. Mr. Prince stated that DJJDP and AOC could share data so that is where they are focusing. Ms. Lowe stated that Phase 2 will be rolled out statewide regardless of future funding and internal DJJDP funds will be used for training. Ms. Troutman said the development effort for Phase 2 looks greater than Phase 1 and asked if it could be completed within six months? Ms. Lowe replied that the development effort would be about the same for both phases. Ms. Troutman stated that the Quality Assurance review dollar figure of \$60,000 seemed high for this a project of this size. Mr. Brinson replied that the Information Resource Management Commission (IRMC) was starting to do more targeted reviews at a cheaper cost.

Other New Business

Mr. Brinson asked if there was any old business to discuss. There was none.

The meeting was adjourned at 1:00 pm.