

**NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)**  
**GOVERNING BOARD MEETING**  
**JULY 11, 2002 9:00 AM**  
**North Carolina Business Court**  
**Greensboro, North Carolina**

CJIN Governing Board Members

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

*Note: \* Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

David Barnett	Howard Higgins	Rodney Spell
Clifton Camona	Stan Jenkins	Richard Taylor
Bill Clontz	Nancy Lowe	Ben Tennille
Alan Cochran	Lars Nance	Doug Ware
Lowell Collins	Mark Shaughnessy	Steve Winsett
Joey Gardner	Rick Smith	

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.

**Approval of Minutes**

Minutes from May 9, 2002 meeting were approved.

**CJIN Election of Officers**

Chairman Brinson turned the meeting over to the Vice-Chair Lt. Ken Wiseman for election of officers. Lt. Wiseman thanked Sheriff Frank McGuirt for being the lead person on the nominating committee. Sheriff McGuirt asked if both the Chair and Vice Chair could be done in the same motion and there was a general consensus that it would be ok. Sheriff McGuirt said that he had received several nominations for Mr. Brinson as Chair and Lt. Wiseman as Vice-Chair and there were no other nominations.

**MOTION: To nominate Mr. Brinson as CJIN Chair and Lt. Wiseman as CJIN Vice Chair.  
MOTION SECONDED AND CARRIED.**

Both Mr. Brinson and Lt. Wiseman thanked everyone for re-electing them to office. Mr. Brinson then resumed control of the meeting as the newly re-elected CJIN Chair.

### **A Technology Update in the Courtroom**

Mr. Brinson stated that the CJIN Board was pleased to have its meeting in the NC Business Court and to learn more about technology in the courtroom. Mr. Richard Little then introduced NC Business Court Judge Ben F. Tennille. Judge Tennille described how the business court helps to handle the complex business cases as assigned by the Chief Justice and stated that the business court is the long-term vision for the trial courts. Judge Tennille then introduced Mr. Steve Winsett, excorporation, who described the business court as a technology lab, changing the way the courtroom is used - trying to create a paperless court system for the internal case management of the entire court system and having bench management tools available to help judges. Judge Tennille stated that electronic filing has generated significant savings for court, attorneys, and clients when integrated into the case management system.

Next, Mr. Winsett did a demonstration of the business courtroom's technologies. The issue of security was discussed and Judge Tennille said that only the judge could view the change log for on-line documents and determine if changes have been made; Mr. Winsett said there are five levels of encryption on the system even though all original documents are archived with the court having access to the original. Mr. Richard NiFong asked about the cost of implementation and Mr. Winsett highlighted the components and estimated their costs. Mr. Little distributed a handout on the current CJIN related judicial projects.

### **CJIN Executive Director Report**

Ms. Carol Morin stated that she had submitted the CJIN carry-forward request to the Department of Justice's Financial Services Section but they had not heard back yet from the Office of State Budget and Management. The carry-forward of funds is critical to CJIN because it is the Board's operating monies and the state match monies for existing grants.

### **CJIN Planning Study Update**

Ms. Morin distributed a handout on the CJIN planning project and several detailed project updates. Mr. Brinson stated that each cited project advances an initiative that we are trying to work on.

### **CJIN Network Security Oversight Committee (SOC)**

Mr. Little stated that that federal \$3,500,000 grant monies are exhausted and there will be challenges in the future to pay for recurring costs. The SOC continues to meet monthly and the Technical Advisory Group (TAG) has worked closely with the SOC. The network security technology continues to advance, appears to be getting cheaper, and Information Technology Services (ITS) has announced a new firewall product but CJIN is under contract for 2 years with the existing product. Mr. Brinson acknowledged the contributions of

agencies participating in the grant effort and said that Mr. Little was doing a good job as the SOC Chair. Mr. Dwayne Patterson asked if the firewalls were fully operational because he was concerned about switching firewall products again. Mr. Brinson described the history of the firewall component of the grant. Ms. Morin mentioned that the CJIN Authentication and Authorization (A&A) model is now the State's A&A model.

### **NC-JOIN and J-NET Statewide Connectivity**

Mr. Brinson reminded the CJIN Board that at the last NC-JOIN report, the project was involved in the procurement of a workflow tool and a small working subgroup of the CJIN Board was formed to hear the final presentation and approve the purchase of the workflow tool. Mr. Brinson thanked Judge Robert Rader, Mr. Little, Chief Glen Allen, Lt. Ken Wiseman, Mr. Roy Holler, and Mr. John Carriker for serving on the subgroup.

Ms. Nancy Lowe distributed a handout titled "NC-JOIN Project Update July 11, 2002". Ms. Lowe mentioned that she had asked the federal grants manager to extend the grant to December 31, 2002 but she was advised to submit her request in writing in late August. Mr. Brinson said he was worried about how closely the workflow tool matched North Carolina's business process but Ms. Lowe said she has secured a test manager for contractual services and will be sending him to Boston for training. Mr. Brinson reminded the Board that CJIN is presently funding the project manager and we are doing our best to provide legislative oversight for the development of NC-JOIN.

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

Mr. Brinson stated that at the last Board meeting, CJIN requested that three specific items be added to the "Technical Architecture and Project Certification Committee Criminal Justice Information Network Mobile Data Network Report" (TAPCC) Draft report: add CDPD to cost example, discuss CDPD as an option in greater detail, and expand cost example to five years instead of three years. Mr. Stan Jenkins requested that the CJIN Board endorse the report but some Board members had concerns on whether that was the proper action to take since it was a reply back to the original request for guidance. The Board decided that Mr. Jenkins could report back to the TAPCC that he had been to the Board twice now, that he had made changes that CJIN had asked for, and CJIN was satisfied on it going forward to the Information Resource Management Commission (IRMC). There was discussion on the \$6/month/device fee and if it should be adjusted to the true cost or leave it as subsidized but it was decided that this was outside the scope of the document. Mr. Brinson thanked Mr. Jenkins for being responsive to the Board's concerns and said he would comment at the TAPCC meeting that CJIN still had some concerns about the cost issue.

### **CJIN-MDN Issues and Concerns**

Ms. Robin Pendergraft explained the split of responsibilities between the Department of Justice State Bureau of Investigation (SBI) Division of Criminal Information (DCI) and the Information Technology Division (ITD). Ms. Pendergraft then turned this agenda item over to Mr. Lowell Collins. Mr. Collins then introduced Mr. David Barnett and Mr. Allan Cochran. Mr. Collins stated he had been asked to address three issues: the present system limitation to ration devices as they are configured into DCI message switch, DCI revenue stream with regards to phone circuits being used by CJIN-MDN, and the Office of State Budget and Management study on the Department of Justice's rate structure of the law enforcement network.

Mr. Collins distributed a handout titled "DCI Device Configuration Status" and updated the Board on the DOJ migration currently underway. Mr. Collins stated that all contingencies are based on the budget but he is focused on critical issues for criminal justice so messages can continue to be delivered. Any approach to modify the legacy mainframe message switch to handle more devices may risk disruption and potential message loss. Lt. Wiseman said that he is having trouble with implementing current grant awards because he can't get enough terminal identifiers due to the present limit of five/agency. Mr. Collins said he would look into raising the limit to eight/agency. There was a discussion on the options of the current migration path (i.e., to keep patching the current one or to focus on the migration to the new one) and the projected timeline. The projected date for implementation of devices and users in the new environment is January 2003. Consideration will be given to provide an early cutover of the CJIN mobiles if adequate progress and testing can insure stability. The Board asked Mr. Collins to return to the next few Board meetings and provide a brief progress update. Mr. Rodney Spell stated that the State Highway Patrol would help out DOJ if needed. Sheriff McGuirt asked if the current system could generate a listing of unused or underutilized terminals and Mr. David Barnett said the system is not set up to generate reports but they are attempting to work through it.

Next, Mr. Collins distributed a handout to the Board members showing the current DCI circuit line costs from ITS. There was a discussion on the shortfall that DOJ is currently encountering from the monthly \$6/month/device rate. Ms. Morin stated that this situation was documented in the CJIN General Assembly Report dated April 2002. Mr. Collins said that frame relay would save some money and Ms. Morin mentioned that she had submitted an expansion budget request for State Fiscal Year 2001-3 but it had not been funded. Mr. Collins stated that CJIN-MDN Phase V would increase the line costs which would impact DOJ's budget.

Mr. Collins discussed the history of the Office of State Budget and Management study and the findings. DOJ has agreed to share the study report with the Board and Ms. Morin was asked to contact Mr. Stephen Bryant for a copy of the report. There was a discussion on the proposed legislation to adjust the DCI access fee and several Board members expressed their concern of absorbing a budget increase in the mid-year of an existing budget cycle. There was also a discussion on the local contributions to CJIN-MDN and how this was subsidizing the State's costs. Ms. Pendergraft stated that she was anticipating a \$500,000 budget reduction and it might negatively impact CJIN-MDN. The Board discussed the current fee rate structure but no action was taken. Mr. Brinson mentioned that CJIN-MDN just received a Best of Breed Award for outstanding government information technology projects and he would hate to see CJIN-MDN deteriorate from its award winning status.

### **Wireless Phones and '911'**

Mr. Richard Taylor stated that this agenda item was a continuation of the March 7, 2002 discussion. Mr. Taylor said that Detective Johnson did a great job in her presentation and handout that was been provided to the Board. Mr. Taylor stated that all cellular calls going to 911 must be passed on whether there is an active service or not. Mr. Taylor suggested that local agencies identify the wireless carriers in their jurisdiction and develop a contact names and address listing. Mr. Taylor also said to ask each company what their procedure is because they can vary.

### **Other New Business**

Mr. Brinson announced that Secretary Norris Tolson, Department of Revenue, had been appointed to the Board as the IRMC representative.

The meeting was adjourned.