

**NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)  
GOVERNING BOARD MEETING  
NOVEMBER 8, 2001 9:00 AM**

**NEW HANOVER COUNTY OLD COURTHOUSE MEETING ROOM  
WILMINGTON, NORTH CAROLINA**

CJIN Governing Board Members

Robert Brinson	Stuart LeGrand *
Ken Wiseman	Richard Little
Glen Allen	Frank McGuirt
Lewis Blanton	Richard NiFong
Bryan Beatty * (proxy – Fletcher Clay)	Thomas Payne
John Carriker	Robin Pendergraft
J. B. Evans	Robert Rader
Chip Hight	Larry Ware

*Note: \* Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

Jim Bowden	Dwayne Patterson	David Richards
Larry Wilkie	Rachel Spangler	Cliff Layman
Bryce Morrison	Tracy Keel	Navin Puri
Joey Gardner	Jim Edwards	Kevin FitzGerald

Having a quorum of members present, Chairman Robert Brinson called the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 9:20 AM. Mr. Brinson stated that the September 13<sup>th</sup> meeting had been canceled due to the national events of September 11<sup>th</sup>. Mr. Brinson welcomed State Bureau of Investigation Director Robin Pendergraft to her first CJIN Board meeting. Mr. Brinson introduced Colonel David Richards, North Carolina Department of Motor Vehicle (NCDMV) Enforcement Section. Mr. Brinson stated that the Department of Juvenile Justice and Delinquency Prevention (DJJDP) is now a legislative appointment from the Governor's Office and Deputy Secretary Jim Bowden has served as an advisory member to date. Mr. Bowden introduced Mr. Dwayne Patterson, Assistant Secretary, and said that Mr. Patterson is the recommended DJJDP appointment to the Governor's Office.

Approval of Minutes

Minutes from July 13, 2001 meeting were approved.

Addition of NCDMV Enforcement Section as Advisory Member to the CJIN Governing

## **Board**

Mr. Bob Brinson gave an overview of DMV Enforcement Section and its relationship to CJIN with regards to databases, mobile data users, and eCrash. Mr. Brinson stated that there have been many opportunities when the DMV Enforcement Section and CJIN had collaborated in the past, there would continue to be future opportunities as well, and a number of CJIN Board members have expressed interest in adding DMV Enforcement Section to the Board as an advisory member.

**Motion (Capt. Clay on behalf of Secretary Beatty): To add NCDMV Enforcement Section as an advisory member to the CJIN Governing Board. MOTION SECONDED AND CARRIED.**

Col. Richards then introduced several of his staff members that were attending the meeting with him - Capt. Keel, Capt Gardner, and Major Edwards and said he is pleased to be an advisory member to the Board and he looks forward to a successful future relationship.

## **CJIN Executive Director Report**

Ms. Carol Morin reviewed the materials that were in the Board members' folders. This included a proposed breakdown of the CJIN study refresh grants chart, legislation regarding CJIN's annual report to the General Assembly/addition of DJJDP as a member to the Board, Government Technology Conference brochure for March 11-14, 2002, and "A Resource Guide to Law Enforcement, Corrections, and Forensic Technologies" manual published by the Office of Justice Programs and Office of Community Oriented Policing Services.

Ms. Morin stated that the breakdown of funding and priority for the CJIN study refresh grants chart was based on input from Board members. Ms. Morin then reviewed the current status of the three grants - National Governors' Association (NGA), Governor's Crime Commission (GCC), and the National Criminal History Improvement Program (NCHIP). The NCHIP grant requires a project steering committee and Ms. Morin solicited volunteers at the meeting and asked others to send her an e-mail. The NCHIP award also provides two time-limited one-year staffing for a CJIN Administrative Assistant and a CJIN Chief Financial Officer. Mr. Brinson said this was a coordinated effort of several grants being 'married' together to fund the CJIN study refresh effort and it would address the question of CJIN recurring costs as well as how much it will cost to do CJIN voice, the last big ticket item left to be tackled. The CJIN study refresh will also address the fingerprinting of serious misdemeanants issue and help GCC advance some proposed legislation.

## **CJIN Policies**

Mr. Richard Little reviewed the history of why CJIN policies were being created and said they will focus on meeting attendance, proxies, and quorums. There is a subcommittee consisting of Mr. Little, Secretary Beatty, and Lt. Ken Wiseman and they are working together to draft the policies. Mr. Little said he hoped to have policies for the Board to review at the January 2002 meeting.

### **CJIN Voice Trunked Network Update**

At the July 13<sup>th</sup> Board meeting, Mr. Mike Hodgson, State Highway Patrol (SHP) was requested to come back to the Board and present CJIN Voice project's history, its future direction, financial avenues being investigated, and proposed statewide coverage. Mr. Hodgson stated that there is justification for the project to move forward as the Board's priority project. CJIN Voice is intended to provide interoperability for all 100 counties and it is being designed to provide coverage across the state for state, local, and federal public safety usage. There is availability of 800mhz spectrum but most of the present voice infrastructure is now 30-40 years old. CJIN Voice will have a multi-year period of implementation and funding will be needed in phases. There was a CJIN Voice Subcommittee, which had an initial meeting to review the project's direction, and a draft Request for Proposal for Phase 1 was written but there is presently no funding other than what SHP has in its internal budget. Mr. Hodgson said there is landmark activity presently taking place in Wake County. The county has come forward as the first true system partner in the expansion of what SHP purchased from the Special Olympics in 1999. There are negotiations underway with three other local government entities considering a similar partnership.

Mr. Hodgson reiterated that the biggest hurdle is funding. Mr. Brinson asked if the Washington, DC political environment is receptive to funding CJIN Voice. Mr. Hodgson stated he has worked closely with Mr. Joe Chandler and the top 5 SHP requests included \$18.2m for CJIN Voice. Mr. Hodgson stated that the DC legislators are familiar with CJIN and they recognize its name but sometimes skip over it since it has received so much federal funding to date. Mr. Hodgson said we are in a better position than 3 months ago since the events of September 11, 2001 have taken place and Mr. Tom Ridge, the Homeland Security Director, was instrumental in Pennsylvania in establishing a unified law enforcement system. Also, North Carolina is a high profile state with regards to Federal Emergency Management Administration (FEMA) funds in times of disaster. Mr. Hodgson stated that we are probably at an all-time high for public support of CJIN Voice and now may be the right time to ask for a bond referendum or a small levy to an existing program to fund CJIN Voice as well as generate monies for recurring costs. Ms. Morin was asked to send out to Board members a book received at a recent Public Safety Wireless Network (PSWN) conference that Lt. Sandy and Lt. Col. Autry attended in Las Vegas a few weeks ago. This book outlines the state's role in developing voice communications systems. Mr. Hodgson said that although CJIN Voice is being managed and built by the state, we are truly a minority in the number of users when considering local government users. Although the State as a whole is trying to address wireless technology, Mr. Hodgson said that CJIN has the most pressing need and we need to be able to share our vision with Information Technology Services (ITS) to address cost and resource issues. Mr. Hodgson stated that approximately \$100,000 of the CJIN study refresh grant monies will be dedicated to addressing the question of what it will cost to implement CJIN Voice.

Sheriff Frank McGuirt asked what CJIN Voice would cost if we could do it today. Mr. Hodgson replied \$150,000,000 but said that as the timeline move forwards, somebody else pays for parts of it but the biggest expense is still how you tie it all together. For example, Mr. Hodgson said that UNC TV is being upgraded with \$7,000,000 for high definition TV and SHP is contributing \$2,000,000 in additional monies toward the core microwave infrastructure. Mr. Hodgson explained that if we had the money in the bank today, it would take no less than three years and he cited Indiana, Minnesota, Arkansas, and Michigan as similar states as comparison. Mr. Brinson asked about the cost of the end-user gear and Mr. Hodgson replied that a radio is approximately \$3,000 but the price tag depends on features and capabilities selected but most agencies already have some type of communications budget in place that identifies replacements or purchases each year. Mr. Hodgson stated that GCC has been supportive of grants that follow the CJIN blueprint. Mr. Hodgson reiterated that he anticipated many more opportunities for federal government funding but that CJIN may need to be removed from application until such time that North Carolina is more able to match federal appropriations for CJIN.

The Board discussed the 800 MHz vs. 700 MHz frequency spectrums. Mr. Hodgson explained the numbering scheme of radio spectrum and how the gap is narrowing between the two but we will need to wait for high definition TV to vacate some frequencies. Mr. Hodgson said there are products on the market today that can do both 800 MHz and 700 MHz subscriber levels and although technology is changing faster than the equipment wears out, many end-users are purchasing equipment that can be upgraded to accommodate technological changes in the future. Capt. Clay stated that the International Association of Chiefs of Police Communications and Technology Committee discussed this issue at the Toronto conference and they highlighted the Charlotte area as a problem area for 700mhz availability. There is a proposal from Nextel to trade all of their spectrum in and give up some NPSPAC channels and Nextel is willing to invest over \$500,000,000 to accomplish this. Capt. Clay stated that the Federal Communication Commission's desire to market spectrum as a means of acquiring funding has in some cases it has been detrimental to public safety. Capt. Clay asked that Mr. Hodgson review the Nextel proposal and update the Board on it.

### **SAFIS**

Mr. Larry Wilkie stated that SAFIS has been a recipient of many CJIN funds over the past years. The SBI's recurring yearly expenses in Raleigh for FY 01-02 are approximately \$500,000. Mr. Wilkie explained that each Sheriff was told that there would come a time when they would be responsible for recurring expenses for maintenance and communications lines. The initial estimate was \$16,000/year (\$13,000 for maintenance and \$3,000 for communication lines) but the Division of Criminal Identification (DCI) mandate of TCP/IP eliminated the communication line expense in most agencies. Mr. Wilkie stated that almost \$1,500,000 of CJIN funding was used to extend the live scan warranty out as much as three years and it was paid through June 30, 2002 but after that, the local agencies will need to pay it.

Mr. Wilkie stated that there was a meeting in early September with Mr. Brinson, Lt. Wiseman, Ms. Pendergraft and Ms. Morin. At this meeting, the State Bureau of Investigation committed to send out a memo to the local agencies to make them aware of the situation. Mr. Wilkie said he envisioned someone receiving this letter and deciding to pay for maintenance services only when the live scan device was broken but this strategy can directly impact the quality of fingerprints and they could be rejected at a higher rate. The Printrak LSS2000 model is an older device that will cost more to maintain than the newer LSS3000 model. The current maintenance contract requires Printrak to be onsite in 24 hours if the problem can't be fixed over the phone and although that's an expensive option, Mr. Wilkie said it was risky to have Monday -Friday 8 AM –5PM coverage. Mr. Wilkie will attach the original

letter to the Sheriff as a reminder. Mr. Wilkie cited the following maintenance estimates: LSS2000 model - \$9,598.00 for 24 hour coverage, \$6,485.00 for Monday -Friday 8 AM –5 PM coverage; LSS3000 model - \$7,199 for 24x7; \$4,864 Monday – Friday 8 AM – 5 PM and he expected the maintenance costs to go up about 6%/year. Maintenance for the LSS2000 model will not be offered after January 2005 because the equipment will be past its seven year life expectancy. Mr. Wilkie said the memos are currently under review and will be signed by his new boss, Assistant Director Larry Smith, with a target mailing date of December 1, 2001.

Capt. Clay asked if the failure rate has been tracked to get a better idea what option to select. Mr. Wilkie replied it has not but he expected the failure rate to increase as the equipment becomes older and charges on an average call were about \$3,000/each. Sheriff McGuirt confirmed his understanding of the present situation that local agencies were being asked to pay for the live scan maintenance contract only and cited that DCI furnishes terminals to law enforcement agencies at no expense. Mr. Wilkie said he was not sure and George Bakolia would be better suited to answer this question. Mr. Wilkie acknowledged that this expense would be a burden on smaller counties with less resources and a smaller budget. Mr. Brinson said he wanted to make sure that the word gets out as broadly as possible and with as much advance notice as possible. Ms. Morin was asked to create a template for local law enforcement that would include detailed expenses for items such as live scan maintenance, mobile data computers, radios, etc.

Capt. Clay asked whom was the rightful owner of the asset if it was purchased through CJIN funding. His main concern was that everyone would be put at risk if one local agency decided to not obtain a maintenance contract. Ms. Morin was asked to research the topic of asset ownership and work with the Attorney General's Office on developing a policy about equipment secured through a grant. There was a discussion by Board members that if the maintenance expense of live scan devices became too great, the local agencies might revert back to the inkpad and that would increase the turn-around time. Since SAFIS receives approximately 75-80% of its prints electronically, the SBI will monitor the situation carefully. There was concern expressed that GCC grants might request replacement devices in the future. There was also concern that the local agencies might not know if they had duplicate or redundant line costs and it was decided that the first point of contact would be the Dept. of Justice Information Technology Division Help Desk. There was unanimous agreement among all Board members that we need to make sure we are doing all we can to utilize SAFIS to ensure safety of the general public.

### **J-NET**

Ms. Rachel Spangler, DJJDP, gave an update on J-NET. Ms. Spangler said that the pilot code in New Hanover/Pender County District 5 is now operational in Cumberland County. There are management statistical reports being produced and the operational readiness audit said it was ok to continue the statewide rollout. Ms. Spangler then gave a demonstration of J-NET.

Mr. John Carriker asked if there had been feedback from the end-users. Ms. Spangler stated that District 5 has reported thirty-one issues that primarily focused on trying to streamline screens and the need to generate more reports. Cumberland County reported only six issues. Mr. Carriker then asked several more questions dealing with specifics of the J-NET application and Ms. Spangler cited maintenance releases or future development phases. Mr. Wilkie asked if there would be imaging for the juveniles and Ms. Spangler said that was yet to be determined. Chief Allen asked if any statutory changes were expected and Ms. Spangler said no. There was a discussion about editing authority of records, quality control of data entry, and how long a record would last before it was deleted.

Mr. Brinson asked how J-NET arrived at the features that are presently available. Ms. Spangler replied that there was pressure to look at statistical needs for management reports and as a result, a small number of end-user business requirements were met. Mr. Brinson stated that he was concerned with the financial picture of J-NET because the current \$5,000,000 federal grant money is projected to be exhausted in June 2002 and J-NET is primarily contractor based. Ms. Spangler said there is state money for ten MIS positions and connectivity. Mr. Jim Bowden said that the Secretary of DJJDP has made a commitment that J-NET will be supported and he is balancing legislative mandates that look at effectiveness of programs and sentencing data. Mr. Bowden reminded the Board that DJJDP started with no resources and it has come a long way towards building an infrastructure in a short amount of time.

Lt. Wiseman asked if there would be the ability to use a name extract, alias, or gang name and Ms. Spangler said not at this time. Mr. Carriker asked how long it takes a court counselor to enter one juvenile and Ms. Spangler said it depends on the end user's PC skills, their familiarity with the J-NET application, and the complexity of the case but thirty minutes would be a fair estimate. Mr. Carriker asked how much had been spent to date and Ms. Spangler replied approximately \$12,000,000 but 50% of that was connectivity and infrastructure. Mr. Bowden said that DJJDP started with nothing and business rules are currently being developed. Mr. Carriker asked how much more it would take to finish J-NET and Ms. Spangler said based on current projections, \$20,000,000 and six years.

### **Local Government Help Desk Procedures**

Mr. Richard Nifong described a recent scenario of the wireless network being unavailable for approximately four days and its impact to his operations. Mr. Nifong said there are about 5,000 local government users on the mobile data network and while some users are only accessing DCI, others are leveraging it to bring the entire police desktop to a mobile unit. Mr. Nifong said that the State needs to do a better job at facilitating problem reporting from the local government level and he isn't sure when to call SHP, DCI, or ITS and when he does call, feedback on the problem status is not often enough. Mr. Nifong suggested a listserv that includes all users and when changes are being made, a message is sent out to notify users that something is being done to network and it could impact them. Mr. Brinson said this was a good example of the class of problems that we are starting to see and we needed to think about the help desk services being supplied for the criminal justice agencies. Ms. Morin was asked to check with Phillip Young, Institute of Government, to see what they had setup already in listservs. Mr. Nifong cited an example where they were able to access their police record system and apprehend someone within 45 minutes and they even had a photo of the person. Mr. Brinson said that part of the CJIN study refresh would include researching an e-mail distribution list if funds are available. Capt. Clay said that 5-6 agencies come to mind who route through ITS to access their CAD and ITS help desk procedures need to be setup. Mr. Brinson stated that if ITS was a central passthrough point, then ITS needs to work closely with CJIN to resolve these issues. Mr. Nifong said he would come to Raleigh as needed to attend meetings on this topic.

Capt. Clay described a scenario where the SHP-ITS line connection was down on September 18<sup>th</sup> for 6.5 hours and again on September 21<sup>st</sup> for 21 hours. Capt. Clay stated that SHP negotiated with DOJ to reconnect the 10 mb fiber line connection as an interim solution but it doesn't help those who pass through ITS like High Point does.

### **Issues of Local Information Technology Planning**

Mr. Kevin FitzGerald, Institute of Government, presented the Rural Internet Access Authority and the Center for Public Technology's E-Government survey results and a handout was provided to meeting attendees. Mr. FitzGerald stated that Tier 1 and Tier 2 counties have some technology assets deployed in field but they have limited information technology resources and not enough technology assets deployed to meet all of their demands. The municipalities have the most limited resources of the groups surveyed. Mr. Brinson stated that counties are struggling with issues similar to CJIN, like recurring costs, one-time grant monies, and the general need to identify what work is core to the organization's mission and how does technology support it.

### **CJIN Network Security Grant Review and Security Oversight Committee (SOC) Report**

Ms. Morin and Mr. Richard Little jointly presented this agenda item. Mr. Little reviewed the SOC and the Technical Advisory Group (TAG) membership, the three grant deliverables, and some of the equipment purchased to support the network security effort. Mr. Little said that ITS was the service provider for the firewall/virtual private network and the authentication and authorization services. Mr. Little stated that there was some issues surrounding a background check with fingerprints for ITS employees supporting CJIN but there was a meeting next week to discuss it further. Mr. Little said that the IRMC Information Protection and Privacy Subcommittee was also working on policies with regards to security. Ms. Morin stated she is working on the year three costs that presently have no funding and she is submitting this information to Ms. Denise Thomas, the justice and public safety fiscal analyst.

### **eCitation**

Capt. Clay stated that phase 2 of pilot was somewhat delayed in getting operational and as a result, this postponed the IRMC report while more data was being collected. Capt. Clay cited a memo from Mr. Basil McVey, AOC, that eCitation had timesaving to the AOC clerk by eliminating or nearly eliminating the process of citation set-up/coding/numbering, citation data entry, and citation case entry. The savings were estimated at 96.5 seconds/citation, 36,681.7 hours, and \$550,578. Judge Robert Rader said that Wake County was the most active county of state for these infractions and they were awaiting the arrival of eCitation. Capt. Clay stated that \$200,000 of the National Governors' Association grant was for a project manager and that eCrash had learned a lot from eCitation. Mr. Cliff Layman, AOC, said the impediment in moving forward with eCitation from the courts side is money, and although the court's investment is low, training and coordination of rollout are needed. Mr. Layman said the follow-on project eShuck had greater savings to the court but it also was not funded. Lt. Wiseman said they had written over 500 citations with no errors, everyone was working well together, the data edits were without error, and it took approximately 13 seconds to go through eCitation process and get number generated.

Ms. Morin stated that eCitation was being submitted for a trademark and that both Mr. Brinson and Lt. Wiseman had approved the expenditure of \$1,500 for the trademark application. Ms. Morin said she has been working with Mr. David Bennett from Coats & Bennett, PLLC per the approval of the Attorney General and Governor's Office. Ms. Morin stated that she needed a motion in the minutes to reflect this activity.

**Motion (Thomas Payne): To recommend that CJIN be the applicant of the eCitation trademark application and that the CJIN Executive Director be authorized to sign the application on behalf of CJIN. MOTION SECONDED AND CARRIED.**

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

Mr. Bob Brinson said that very little progress had been made in the past few months and a committee was formed by IRMC to answer CJIN's memo but they appeared to be struggling with a response. Mr. Brinson said he agreed that this is a difficult situation and there were issues of guaranteed bandwidth, user fees of \$6/month, security of information being transmitted, and intrusion. Mr. Brinson said he expected a response next month that the committee understands the situation but he felt they might not have a good answer for it though

### **Other New Business**

Mr. Brinson asked the Board members if there was any new business to discuss. Mr. Brinson said he would like to have a discussion at the January 2002 meeting and talk about current events after the September 11<sup>th</sup> attack, how it affects CJIN, and what we should be doing different or looking at.

Capt. Clay said he learned about a Nextel proposal at the International Association of Chiefs of Police (IACP) last month and said a representative offered to visit them if we so desired. The IACP is looking for feedback from the states to tell the FCC and APCO whether this is a good idea or not.

Ms. Morin asked the Board members to continue to submit topics that they would like presentations on. Ms. Morin said that the FBI Charlotte Office was going to present on cybercrime but she recommended that they wait until the January 2002 meeting. Mr. Little stated that the IRMC Information IPPC had a guest speaker from AT&T and he talked about cyber attacks.

Ms. Spangler asked whom J-NET should direct their data sharing standards questions to and Mr. Brinson asked Ms. Morin to assist them in finding the right person.

Capt Clay said the last CJIS meeting talked about identity theft, the ability to investigate cybercrime, and jurisdictional district. The NCIC audit team will not impose sanctions for late entry of records. They will make note of such delinquent entries (more than 72 hours) and provide feedback to the state CTO. The time issue was referred to a subcommittee for review. Timely entry is important as it relates to officer safety.

Ms. Morin asked the Board members to leave their nametags next to the tent cards.

The meeting adjourned at 2:30 PM.