

**North Carolina Criminal Justice Information Network
Governing Board Meeting
Thursday, October 25, 2018 9:00 AM
901 Corporate Center Drive
Oak/Maple Conference Rooms
Raleigh, North Carolina**

CJIN Governing Board Members Present:

Charles Blackwood	William Bryan	John Byrd
Crystal Cody	John Correllus	Laura Fahnestock
Lorrin Freeman	Torre Jessup	Ryan Kokajko
Steve Lingerfelt	Glenn Mack	Michael McArthur

CJIN Staff:

LaVonda Fowler

Guests:

Red Grasso	Dennis Reynolds	Kaylyn Mitman
Alan Battles	Gina Battles	John Letteney
P. Mitchell McKinny	Anthony Whitmore	Colleen Wood
Catherine A. Miller	Mitch Cunningham	Frank Palombo
John Maultsby	Brad Friang	Mark Besson
T. Jerry Williams	Marc Erickson	Scott Parker
Linda Hodgson	Ken Steele	Carol Burroughs

Board Activities and Announcements

CJIN Interim Chairman Steve Lingerfelt called the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 9:00 AM.

Interim Chairman Lingerfelt noted that LaVonda has circulated sign-in sheets throughout the room and to please sign in.

Interim Chairman Lingerfelt acknowledged the CJIN Advisory Board members who were present and thanked them for their continued support.

Interim Chairman Lingerfelt reminded everyone that the CJIN Website and Facebook Site have been updated.

Folder Materials

Interim Chairman Lingerfelt stated that the following items were contained in their folders: Meeting Agenda, Draft Minutes – March 29, 2018 and July 31, 2018 Meetings, Presentations on Early Intervention systems, Video Storage Study update, the RFP from DIT and Travel Request Forms.

Interim Chairman Lingerfelt also noted that the presentations from the meeting will be posted on the CJIN website.

Interim Chairman Lingerfelt took a few moments to welcome a new Board Members, Glenn Mack, Lorrin Freeman, Ryan Kokajko, Laura Fahnestock and Torre Jessup.

Ethics Awareness

Interim Chairman Lingerfelt informed the Board that per NC State Ethics Commission guidelines; all Board members are required to attend an ethics training course at least every two years. He stated that the course offerings and locations are available on the Ethics Commission website.

Interim Chairman Lingerfelt gave an ethics reminder that is required to be presented at the beginning of any Board meeting. He read into record the following, "In accordance with G.S. 138A-15, it is the duty of every Board member to avoid both conflicts of interest and appearance of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

Interim Chairman Lingerfelt also reminded the Board Members that their Statement of Economic Interest documents are due prior to April 15th and that they can be completed manually or electronically, please see LaVonda regarding any questions.

Travel

Interim Chairman Lingerfelt stated that for travel reimbursement, please find a copy of the form in your folder, any questions please see LaVonda.

Election of Chair and Vice Chair

Interim Chairman Lingerfelt opened the floor for nominations for the position of Chairman. Mike McArthur made the motion to nominate Steve Lingerfelt to continue in his role as Chairman, this motion was seconded and the motion was unanimously passed.

Chairman Lingerfelt opened the floor for nominations for Vice Chairman. Mike McArthur made the motion to nominate Sheriff Charles Blackwood as Vice Chairman of the CJIN Board, this motion was seconded and was also unanimously passed.

Update on Executive Director Position

Chairman Lingerfelt recognized John Correllus who updated the Board on the Executive Director position. John explained to the Board that the position had been vacant for too long and that after several rounds of advertisements, it was reclassified and reposted. John stated that he wanted to have this position filled by the end of the year. John also stated that he was meeting with Secretary Eric Boyette next week to make the position exempt from the State Personnel Act. John stated he wanted to modify the job description and to work with the Chair and Vice Chairman to move forward with the candidates for the position.

Chairman Lingerfelt recognized Mike McArthur who verified with the Chairman that the motion from the July WebEx meeting that had been tabled was still on the table to be discussed at a later date. Chairman Lingerfelt acknowledged that the motion was still on the table and for the purposes of these minutes, the motion from the July 31, 2018 is as follows:

“There was a motion made by Mike McArthur to fill the position of Executive Director. The motion was not seconded as it was tabled by Jonathan Shaw of the Attorney General’s Office. As this was not an item on the agenda it was not a topic that could be voted on, according to Mr. Shaw. This topic will be brought up and discussed at the next CJIN Board meeting.”

Approval of Minutes

The minutes from the March 29, 2018 and July 31, 2018 Meetings were approved.

Meeting Format

Chairman Lingerfelt stated that the meeting format would consist of having a variety of updates on the CJIN Board Initiatives and projects that have significant interest to law enforcement, court personnel, corrections, IT departments, and others. These presentations will include: Colleen Wood, the LInX Carolinas Program Manager who will give the Board and update on LInX. Red Grasso, who is the Point of Contact for NC FirstNet, he’s going to give up an update on that project and the Connect Expo that was held in Charlotte, NC. Ms. Linda Hodgson and Mr. Ken Steele with the High Point Police Department with Guilford County Sheriff, Greensboro Police Department and Burlington Police Department are here to discuss some concerns with the NCAWARE and NIBRS conversion. Lastly Mr. Marc Erickson will give us an update on the Video Storage Study that CJIN is conducting.

FirstNet Update

Chairman Lingerfelt introduced Red Grasso who is the Point of Contact for NC. Red gave the Board a presentation on the capabilities of FirstNet and how it would differ from public cell phone service. Red explained to the Board the background of FirstNet and the role that he serves as the Point of Contact for NC. How the opt in and opt out options worked, and how AT&T was awarded the bid for the project. Red’s presentation to the Board can be viewed on the CJIN Website.

Red participated in a discussion with Chairman Lingerfelt, Marc Erickson, Chief Letteney, John Correllus, LaVonda Fowler and Crystal Cody.

CJLEADS Update

Chairman Lingerfelt introduced Carol Burroughs who gave the Board an update on CJLEADS. CLEADS 1 is officially sunset now and CJLEADS 2, is the only up and running. Carol stated that 25,000 users have MFA for the program access. Everything is going well with the program and the CJLEADS staff is available if any questions about CJLEADS 2. Carol stated that they were working with the Crime Lab to flag it for DNA. There has been some training regarding this enhancement, it also is going to flag that DNA or fingerprints need to be collected. There has also been a human trafficking flag added. Carol wants to change the update for CJLEADS to being an update on Criminal Justice Programs. There is also a 70-person pilot for the DCI integration with CJLEADS. One of the enhancements to the program is Sex Offender alerting.

Carol participated in a discussion with Chairman Lingerfelt John Byrd, Kim Thomas, John Correllus, Crystal Cody, LaVonda Fowler, John Maultsby and Linda Hodgson.

Law Enforcement Information Exchange (LInX)

Chairman Lingerfelt introduced Colleen Wood who gave the Board an update on LInX. Colleen opened the update with an introduction of Catherine Miller. Colleen and Catherine gave the Board an update on the National LInX report. Catherine and Colleen went through the LInX Annual Report for the Board. The presentation is available on the CJIN Board website.

Catherine and Colleen also took the opportunity to thank Frank Palombo for his many years of service to LInX and to the State of NC. They presented Frank with a plaque and gift of appreciation.

Colleen and Catherine participated in a discussion with Chairman Lingerfelt Mitch Cunningham, LaVonda Fowler and Frank Palombo.

Evolution of Early Intervention Systems (EIS)

Chairman Lingerfelt introduced Crystal Cody, the Computer Technology Solutions Manager for the Charlotte-Mecklenburg Police Department. This system was designed to help officers and administration try and anticipate specific officers who might need to be counseled or helped due to the risk score that they would receive for a variety of factors. Knowing which officers might need to have some additional help, allows for the ability to assist before an incident happened that could not be reversed. To view her complete presentation with screenshots, it is located on the CJIN Board website under Information Sharing.

Crystal participated in a discussion with Chairman Lingerfelt, Catherine Miller, LaVonda Fowler, Kim Thomas, Sheriff Blackwood, Marc Erickson, Torre Jessup, Ryan Kokajko and Frank Palombo.

The New Request for Proposal from the Department of Information Technology

Chairman Lingerfelt introduced LaVonda Fowler to discuss the RFP that DIT has to award and how it might impact Law Enforcement, and other criminal justice professionals. John Correllus and Carol Burroughs stated that this RFP would not impact CJLEADS or other programs that use MFA for access. John also stated that this solution, no matter who won the award would not cost law enforcement anything to use. John also stated that it would be helpful to have some members of the Board on the team that would be reviewing the proposals and to help decide the award. LaVonda suggested that DIT come to the next CJIN Board and offer a progress report and those who were interested in helping with reviewing the proposal should contact John. Crystal suggested that this solution should be at the network level and not at the application level to be able to be better integrated into existing systems. The presentation that consisted of snippets from the RFP is available on the CJIN website.

LaVonda participated in a discussion with Chairman Lingerfelt, Crystal Cody, Glenn Mack, Carol Burroughs, John Correllus, Torre Jessup and Scott Parker.

NCAWARE and NIBRS Conversion

Chairman Lingerfelt introduced Linda Hodgson, Records Manager and Ken Steele, Assistant Chief, with High Point Police Department. Linda and Ken spoke to the Board regarding the concerns that have become evident with the conversion from UCR to NIBRS, specifically with arrest reports. There is some concern about closing out a report when more than one agency is

involved, which might result in more than one report being submitted to the FBI. A report could be generated that would allow for that the cases that were closed out to be known so that they could also be closed in the additional agencies system. With the discussion Chairman Lingerfelt and John Maultsby were able to offer a potential solution to Linda and would be implementing it upon their return to High Point.

Linda and Ken participated in a discussion with Chairman Lingerfelt, Crystal Cody, John Maultsby, Catherine Miller, Ryan Kokajko, Lorrin Freeman, Gina Battles, Allen Battles and Frank Palomobo.

Video Asset and Storage Study

Chairman Lingerfelt introduced Marc Erickson, who gave the Board an overview of video asset and storage study that LaVonda Fowler and he have been working on for several months. Marc shared some of the early analysis from the various interviews of agencies that have been conducted. He also shared some of the concerns that become apparent once the study started. The final report will be presented to the Board as well as to the JPS Subcommittee also with recommendations for storage and potential cost saving solutions. This presentation is also available on the CJIN Board Website.

Marc participated in a discussion with Chairman Lingerfelt, LaVonda Fowler, Mitch Cunningham, Colleen Wood, John Maultsby, Frank Palombo, Lorrin Freeman and Glenn Mack.

Chairman Lingerfelt adjourned the Meeting at 1:30.