**NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)**
**GOVERNING BOARD MEETING**
**THURSDAY, NOVEMBER 20, 2003  9:00 AM**
**Department of Correction**
**Controller's Office Conference Room**
**Raleigh, North Carolina**

CJIN Governing Board Members

| | |
|---|---|
| Glen Allen | Richard Little |
| Tommy Allen * | Richard NiFong |
| Lewis Blanton * | Dwayne Patterson * |
| Bryan Beatty | Thomas Payne |
| Robert Brinson | Larry Smith |
| Joseph Buckner * | Robert Rader * |
| John Carriker | George Tatum |
| Martin Chriscoe | Norris Tolson * |
| J. B. Evans | Larry Ware |
| Chip Hight * | Ken Wiseman |

*Note: * Denotes member absent*

CJIN Executive Director
Carol Morin

Others Present

| | | | |
|---|---|---|---|
| Neal Smith | Lars Nance | Reggie Jackson | Carl VanCott |
| Brenda Hancart | Charles Matthews | Larry Wilkie | LaVern Dunn |
| Donald Roberts | Will Service | Andrew Curd | Chloe Gossage |
| Denise Thomas | Doug Holbrook | Ben Comer | Tim Jones |
| Worth Brock | Andrew Dunstan | Basil McVey | Jon Williams |
| Lucy Cornelius | Holt Watts | Mike Hodgson | Woody Sandy |
| Fletcher Clay | Ryan Rand | | |

CJIN Chairman Robert Brinson called the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 9:05 AM.  Mr. Brinson welcomed Commissioner George Tatum, Division of Motor Vehicles, to his first meeting.  Commissioner Tatum replaces Deputy Commissioner Carol Howard who recently retired.  Mr. Brinson stated that Mr. Roy Holler had recently resigned from the Board.

Approval of Minutes
Minutes from the May 8, 2003 and September 15-16, 2003 meetings were approved.

Election of Officers
Chairman Brinson turned the meeting over to State Bureau of Investigation (SBI) Assistant Director Larry

Smith for election of officers after thanking Assistant Director Smith for being the lead person on the nominating committee. Assistant Director Smith said he had received one nomination for Mr. Brinson as Chair and one nomination for Lt. Wiseman as Vice-Chair. Mr. Brinson asked the Board members if there were any other nominations to add to the list and there were none.

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


Resolution of Appreciation
Mr. Brinson presented a resolution of appreciation to Mr. John Carriker for his years of service as a CJIN Board member. Mr. Carriker said he appreciated serving on the CJIN Board. Mr. Richard Little presented a letter to Mr. Carriker on behalf of John Kennedy.


CJIN Executive Director Report
Ms. Carol Morin presented the handout titled "CJIN Planning Project Update" dated November 20, 2003. Mr. Little distributed a draft version of the CJIN public awareness document titled "CJIN: Mission Possible Promoting Public Safety in North Carolina" and asked Board members to send feedback to Ms. Morin. Ms. Morin reminded the Board members that they needed to submit the Department of Crime Control and Public Safety (DCC&PS) expense account forms and not the Department of Justice (DOJ) forms.


Fingerprinting Serious Misdemeanants Feasibility Study
Ms. Morin and Mr. Ron DiGregorio presented the handout titled "Fingerprinting Serious Misdemeanants Feasibility Study" dated November 20, 2003. Ms. Denise Thomas asked if the expectation was to have this project funded by State dollars or if there would be some county dollars involved. Mr. Brinson replied that the Statewide Automated Fingerprint Identification System (SAFIS) has a central infrastructure that is run by the SBI but there could be local involvement in paying for the Live Scan devices. Mr. Brinson cautioned everyone to remember that if you want to look at SAFIS as an enterprise solution and we tell the local governments that they are on their own, some will participate and some won't. Mr. Larry Wilkie stated that approximately 85% of the criminal fingerprint cards and 10% of the applicant fingerprint cards are being received electronically today and if you revert back to ink fingerprint cards, then you are going backwards. There was further discussion on the funding issue and Mr. Brinson asked Ms. Morin to create a high level funding timeline that would fit into the State's budget cycle. There was a general consensus that technology refresh is a cyclical problem and the Board would most likely be having this discussion again in another five to seven years. Ms. Thomas asked if homeland security money could fund this effort. Secretary Bryan Beatty replied no because these were not 'first responders'. (View Presentation)

**There was a motion and a second to accept the report.**


NCAWARE
Mr. Richard Little stated that a statewide warrant repository was a cornerstone of the CJIN study and the courts. Mr. Little then introduced Mr. Ben Comer and Mr. Tim Jones of the NC Automated Warrant Repository System (NCAWARE) project team. Mr. Comer presented the handout titled "CJIN Governing

Board Meeting  November 2003  North Carolina Warrant Repository (NCAWARE)." Mr. Comer stated the goals of the project and described the staffing of the project team and the Advisory Committee.  He stated that the Administrative Office of the Courts is funding about two-thirds of the current project staffing with its own permanent employees and AOC-funded contractors.  Grant funds pay for the remaining one-third of the contractors staffing the project.

Mr. Comer described the information that will be stored in NCAWARE and the process functions that will be supported by the application.  He also discussed the system interfaces and how NCAWARE will share information with other law enforcement applications.  Mr. Basil McVey said that with the new legislation, warrants are not printed until they are ready to be served, and a printed warrant is good for only 24 hours after it is printed.  Major Fletcher Clay asked if NCAWARE information will be available to all the mobile data terminals. Ms. Morin also asked if CJIN Mobile Data Users would be able to access NCAWARE since they do not have access to the Internet.  Mr. Comer stated that the approach to delivering NCAWARE data to patrol cars is to use the DCI interface that already exists on the mobile data terminals to submit Division of Criminal Information (DCI) queries that pull the information from NCAWARE and deliver the data back to the mobile data terminal in the patrol car.  Using this design, all existing mobile data terminals that use the DCI interface should be able to access NCAWARE data.  Officers who are land-based will use any Internet-connected Personal Computer (PC) to access the full NCAWARE application through the native web browser interface.  Over time, as bandwidth improves for the mobile data network and mobile officers gain access to the Internet, they will be able to access the complete NCAWARE application using a web browser just as they can do from a land-based PC.

There was a discussion on having a facial image on a warrant and the various sources of facial images.  Mr. Brinson asked if standards needed to be established for facial images.  Major Clay said that there is some flexibility and it doesn't have to be an exact mug shot image because we can eliminate background color, etc.  Mr. Comer stated there are image utilities available today that can filter an image as is updated to specified pixel size.  Mr. Brinson wondered about how to handle multiple images of the same person and would a date notation be valuable.

Mr. Brinson asked if the Department of Correction (DOC) could electronically access the judge's signed paperwork so they could merely attach it to the conviction paper and not re-key it.  Mr. Comer stated there would be a brainstorming session held between NCAWARE and OPUS soon but this was outside of the initial scope.  Ms. Dunn asked if DOC would put warrants into NCAWARE.  Mr. Comer said this is outside of the initial scope but he is having conversations with DOC.  Mr. Comer said that DOC would be able to pre-enter an order for arrest in NCAWARE.  Mr. Don Roberts stated that North Carolina will no longer have a statewide warrants file and DOC needs some place to enter it warrants.  Mr. Little stated that AOC needs to do data cleanup so NCAWARE can use existing data.  Mr. Little offered to e-mail the presentation upon request but the Board decided to have Ms. Morin distribute it to everyone instead.

An Update on VIPER (Voice Interoperability Plan for Emergency Responders)
Mr. Brinson moved the VIPER and CJIN X-Files agenda items next because Mr. Ryan Rand was delayed.  Captain Woody Sandy gave an update on the VIPER project.  Captain Sandy reviewed his recent trip to Michigan and how they built an 800 MHZ voice system.  Mr. Martin Chriscoe asked how VIPER was trying to coordinate its efforts with local agencies that were also purchasing an 800 MHZ solution.  Captain Sandy said that they were trying to get the word out as best they could and he would be happy to give the VIPER

presentation to any organization that requested it. Mr. Chriscoe asked if homeland security dollars could be used to fund VIPER. Captain Sandy said he has talked to Dr. Ken Taylor, Director of NC Emergency Management, but 80% of the money received goes to the locals so there isn't enough money left to build VIPER. Ms. Thomas asked if VIPER was looking at other funding opportunities. Captain Sandy said yes but cautioned the Board that you can't get one-time grant money to build VIPER and then have no recurring funding streams to maintain it.

Mr. Brinson stated that the former CJIN-VTN subcommittee hasn't met in a while and he asked VIPER to start some type of monthly newsletter to keep everyone informed. Captain Sandy said it would be easier to post an update on the VIPER web site on a certain date each month. Major Clay said that DCC&PS has built a listserv of police chiefs and sheriffs and they would send out an update on behalf of VIPER. Chief Glen Allen said that e-mail is an excellent communications tool provided the person in charge reads it. Mr. Brinson stated that Ms. Troutman was not able to attend today's meeting but she has expressed concern that the project needs to improve its communication vehicle to the locals.

CJIN X-Files
Captain Woody Sandy gave an update on the CJIN X-Files project. Captain Sandy said he would send Ms. Morin a softcopy of the presentation so she could distribute it to the Board.

eCitation Statewide Rollout Plan
Mr. Ryan Rand presented the handout titled "Electronic Citation Project eCitation". Mr. Ryan also distributed a copy of the eCitation materials for Information Resource Management Commission (IRMC) project certification for the statewide implementation. Mr. Little stated that AOC would be submitting one grant application to the Governor's Crime Commission for a block of eCitation printers instead of having agencies submit individual applications.

Other New Business
There was none. The meeting was adjourned at 1:30 PM.