

CJIN Governing Board Meeting
Charlotte-Mecklenburg Government Center
Monday, February 2, 1998

Members Present:

Bob Brinson	Renee Kumor	George Sweat
John Carriker	Frank McGuirt	John Taylor
Sid Jennings	Richard Nifong	Ken Wiseman

Others Present:

George Ake	Steve Jones	Bryce Morrison	Rebecca Troutman
Janie Beaver	Lori Lauer	Jim Pendergraph	Larry Wilkie
Laura DeVivo	Richard Little	Scott Peters	
Peter Gilchrist	Denny McGuire	Joe Stewart	

The meeting was called to order at 10:10 a.m. by Board Member Bob Brinson, acting as Chair in the absence of Chairman Richard Moore and Vice-Chair Ron Hawley. The first item of business was approval of the minutes from the November 12, 1997 CJIN Governing Board Meeting.

MOTION - Frank McGuirt - To accept the minutes of the November 12, 1997 meeting as submitted.

SECOND - Sid Jennings. Motion carried.

Mr. Brinson reviewed the agenda for the meeting. Joe Stewart apologized on behalf of Chairman Moore for his absence and thanked Sheriff Jim Pendergraph for hosting the meeting.

Review of 1994 CJIN Study - Bob Brinson, NC Department of Correction

Mr Brinson noted that the original study consisted of a series of building blocks, which work together to form the overall vision of the CJIN project. The governing board assembled grew out of one recommendation of the study. He stressed the value of these periodic meetings because of the many issues before the board. Three important components of the study are as follows:

SAFIS - the goal of a state-wide automated fingerprint system is a key point. The board is extending great support in this effort.

Data Sharing Standards - the purpose of this project is to have a data dictionary in place for all users of the CJIN network, creating a uniform method of data entry. Staff is being hired to begin work on this project, starting with components that are most critical to all agencies and expanding from there.

Mobile Data - tremendous strides have been made in state-wide coverage. Progress is being made at a rapid pace. Completion will most probably be ahead of the original projection.

Demonstration of Court Automation Project - John Taylor, Administrative Office of the Courts

Mr. Taylor presented background information regarding the need for an automated courtroom system. The system, named CourtFlow, is geared towards speeding up the process of retrieving information in the courtroom. CourtFlow is currently in the pilot stage in three counties, Cumberland, Wake and Orange. Mr. Taylor noted that the General Assembly had provided funds to further state-wide implementation. At this time Steve Jones, consultant for the project, presented a demonstration of the product. Key points included the ability to fill in existing forms on-line, cut down on rekeying of existing data, the ability to manipulate data back and forth from the mainframe seamlessly and accurate courtroom data. He reviewed features of the program and took questions regarding the demonstration. Mr. Jones noted that suggestion or questions could be directed to John Taylor via e-mail or that interested persons could contact the clerks of courts in the pilot counties.

Criminal Tracking Systems/Magistrate System - John Taylor, Administrative Office of the Courts

Mr. Taylor gave an update on the status of the project since the last CJIN Board Meeting. Four million dollars of the ten million dollars of the federal appropriation was set aside for the state-wide magistrate system. Two million dollars was released two weeks ago. Upcoming work on the project will involve developing requirements of the system, putting together a broader committee of potential users to gather input, identifying crucial needs and soliciting bids from vendors. The projected cost of implementing the project state-wide is 8.75 million dollars with approximately 2-2.25 million in annual recurring costs.

SAFIS - Larry Wilkie, State Bureau of Investigation/DCI

Mr. Wilkie explained that in order to get the best use of the 1 million dollars in funding from the General Assembly, the Sheriff's Association and Association of Chiefs of Police had been approached to solicit input and comments. Through that contact a committee was formed to come up with an implementation plan. The committee will be called the CJIN SAFIS Board and has had its first meeting. Highlights of that meeting were provided in the hand-out distributed by Mr. Wilkie. Other areas of note covered were a review of the goals for the project, the Identification Section's 24 hour day/seven days a week schedule implementation, funding and pre-grant application, criteria for purchasing and placement of equipment, and that the fact that a second system is up and running for business recovery purposes.

Mobile Data - Major George Ake, NC State Highway Patrol

Major Ake credited local law enforcement agencies as being instrumental in the rapid progress being made in the Mobile Data project, in that they are contributing funds to move forward at a faster pace than anticipated. 85% of the state is covered at this point, including the I-40, I-26 and I-77 corridors. The 2.5 million dollars appropriated by the General Assembly, plus the 2.4 million that will be requested this year will enable the infrastructure for most of the state to be in

place by 1999. That will put the Mobile Data project two to two and a half years ahead of schedule.

Major Ake informed the board that the NCIC 2000 staff has chosen North Carolina as a pilot state for mobile data terminals. Representatives from NCIC 2000 and the National Institute of Justice were in North Carolina recently to meet with the General Assembly and give their input on how well the CJIN effort was progressing and the importance of the project.

Work on a grant requesting federal funds is underway at this time. Major Ake will be asking for the CJIN Governing Board's support during the funding requests portion of this meeting.

Staff Positions for CJIN - Joe Stewart, Department of Crime Control & Public Safety

Mr. Stewart explained that when the governing board was conceived, the money granted by the General Assembly to operate the board was placed in the Department of Justice for administrative purposes. At that time, there were no specific funds for staffing and the various agencies involved have shared the administrative duties. Through the previous cycle of federal appropriations and other ongoing CJIN projects it was evident that full time staff was needed. Chairman Moore has ascertained that money from lapsed salary reserves was available through Crime Control & Public Safety. These funds will be used to hire an administrative position, devoted full time to CJIN issues. The staff person will report directly to Secretary Moore, but will work under the day-to-day supervision of Ron Hawley. Mr. Stewart noted that this position will be posting in the next few weeks and hopefully someone will be hired by the time of the next CJIN Governing Board meeting.

Funding Issues - Joe Stewart, Department of Crime Control & Public Safety

A proposal for CJIN Funding for Federal FY99 Budget was distributed. As those involved have gone about seeking federal funding, discussions have centered around how to determine a reasonable amount of money to ask for and how to best demonstrate progress in order to continue to receive federal monies. The proposal, totaling \$20,000,000.00, breaks downs as follows: 1. Courtroom Automation/End User Technology - \$5,000,000.00; 2. Magistrate/Criminal Tracking System - \$2,500,000.00; 3. Statewide AFIS - \$2,800,000.00; and 4. 800 MHZ Voice System - \$9,700, 000.00.

Mr. Stewart explained how last year's money came from federal sources and pointed out that North Carolina is really a model for the rest of the nation in regard to CJIN. He reported that Senator Lauch Faircloth's office is interested in moving forward with appropriations for next year. On February 26, 1998, a CJIN delegation will travel to Washington D. C. to meet with congressional staff to discuss appropriations for FY99. The following motion was put forth:

MOTION - George Sweat - To accept Courtroom Automation/End User Technology in the amount of \$5,000,000.00; Magistrate/Criminal Tracking System in the amount of \$2,500,000.00; Statewide AFIS in the amount of \$2,800,000.00 and; 800 MHZ Voice System in the amount of \$9,700, 000.00 for a total of \$20,000,000.00 as the recommended funding request for FY99.

At this point, John Carriker raised the question as to whether this amount included computerizing District Attorneys' offices. John Taylor responded that it did not. Discussion followed on a grant being put forward by the District Attorneys to provide end user technology for their offices. This approach to secure funds was discussed and Mr. Carriker asked that the CJIN board endorse said grant. It was noted at this time that the above Motion had not yet been seconded.

SECOND - Frank McGuirt (to George Sweat's earlier motion)

Discussion continued on the specifics of the grant. Joe Stewart reiterated the need to ask for funding for projects where demonstrable progress can be shown in a calendar year. He noted that discussion of grant endorsements will come later in the agenda and that it is entirely appropriate for the CJIN Governing Board to endorse grant applications. Call for the vote on the above stated Motion.

MOTION CARRIES

Grant Endorsement Request - George Ake, NC State Highway Patrol

Major Ake informed the board that he is in the process of writing a grant application to the U.S. Department of Commerce to be used to put the Department of Correction link into Mobile Data terminals for digital pictures.

Bob Brinson added that this grew out of a desire to increase data available to the officer in a patrol car. In determining how to present a screen accessible to users from many different agencies, presenting the information in an Internet web browser format will be used.

Major Ake asked that a letter from CJIN be prepared to go along with the grant request. He stressed the importance of identifying this request as a CJIN process, supported by all facets of law enforcement.

MOTION - Renee Kumor - To support Major Ake's request for a letter from the CJIN Governing Board endorsing the grant to the U.S. Department of Commerce.

SECOND - Richard Nifong. MOTION CARRIES.

1998 NC General Assembly Short Session Requests and Governor's Crime Commission Grants.

George Ake, NC. State Highway Patrol - request for 2.4 million dollars for next phase of Mobile Data. Also submitting a grant to the Governor's Crime Commission seeking \$500,000.00. The combination of these funds would pretty much cover the entire state of North Carolina. Any pockets of "dead areas" after round of implementation would be picked up at a later date. This would not be a significant area left uncovered by Mobile Data capability.

John Taylor - Administrative Office of the Courts - One time money for use towards implementation of the Criminal Tracking System. This will create recurring costs, which he will

be asking the General Assembly to help fund. These costs include maintenance for the network, support personnel for new applications and new systems.

Ron Hawley - State Bureau of Investigation/Division of Criminal Information - submitted request in the expansion budget for continuation of SAFIS. Also seeking grant funds from the Governor's Crime Commission for a combination of funding that would total \$3,000,000.00.

John Carriker - Grant proposals from District Attorneys for end user technology needs. Both are in the neighborhood of \$3,000,000.00.

MOTION - John Carriker - For the CJIN Governing Board to endorse the grants presented.

SECOND - Frank McGuirt. MOTION CARRIES.

Joe Stewart - Crime Control & Public Safety - Mr. Stewart reported on a grant application that will seek funding to hire an ex facto time-limited Executive Director for CJIN. There is a need to have a key person in place to oversee the operation of CJIN. It was felt that it would be difficult to convince the General Assembly at this time to fund a salary for an executive director. The money being sought in the grant would cover a salary for a two period. At the end of that funding, the plan is to be able to show the need for a permanent executive director to the General Assembly.

MOTION - John Taylor - To endorse the grant that would provide funding for a salary for an executive director for CJIN for a two year period.

SECOND - Renee Kumor

Following the second of the motion, the question was raised as to what level this position would be. The position would be co-equal to other Information Systems Management positions within state government. This individual would be acting in the capacity of Chief Operating Officer for CJIN and as such would need to be on the same level as other managers hr or she would be working with. No further discussion.

MOTION CARRIES

Use of CJIN Board Funds to Update 1994 CJIN Study - Joe Stewart, Crime Control & Public Safety

There is a need at this point in the CJIN effort to update the original Price Waterhouse study. This can be accomplished through a facilitated session including the various agencies involved in CJIN. This would provide an overview of where the project stands now, what comes next and also enable the April 1998 report due in the General Assembly to include a serious report on the overall implementation costs. An outside expert would be useful as a means of developing a comprehensive report with an implementation plan spanning the next several years. It is not expected that this would a large expenditure of funds, probably in the \$10,000.00-\$15,000.00 range.

MOTION - John Taylor - To endorse the proposed approach to update the CJIN study and to use available CJIN Funds to do so. John Carriker - Amend the motion to including incorporation of the Maddox Ferguson report into the update of the CJIN study. Motion so amended.

SECOND - George Sweat

Chief Sweat noted that it might be useful to have staff report the cost to the board before the money is spent. Joe Stewart responded that it would be possible to solicit bids from vendors and report back to the board at the next meeting, which is tentatively set in early April, to be hosted by John Carriker in Wilmington. He again stressed the need to unified and stick to the plan. Getting an outside vision on how to accomplish that is very important for the good of the network. There is a commitment for the project to cover a broad base, with all users having equal access. This will help to achieve that goal.

MOTION CARRIES

John Carriker brought up the suggestion that perhaps the board should recommend to the General Assembly that the CJIN Board be expanded to include a broader representation, including a clerk of court, magistrate and judge. He proposed this in the form of a motion, to which Joe Stewart responded with the following information. Mr. Stewart informed the board that there is currently a list of recommendation regarding changes to the board being drafted to present to the General Assembly. He suggested that this could be incorporated into those recommendations. The following Motion was put forth:

MOTION - John Carriker - To draft a list of recommendations to the General Assembly for changes to the CJIN Board and submit that list to the Board for review prior to being submitted to the General Assembly.

SECOND - Sid Jennings. MOTION CARRIES.

Chief George Sweat presented to the board a letter from Chief Nowicki of Charlotte-Mecklenburg Police Department proclaiming the urgency of the CJIN project and the need for statewide implementation.

Presentation - Viisage Biometric

Presentation was made on the uses of digitized photographs. A demonstration of the software and a video displaying the product was given.

As previously noted, the next meeting is tentatively scheduled for early April in Wilmington, to be hosted by John Carriker.

Meeting adjourned at 2:50 p.m.