

**NORTH CAROLINA CRIMINAL JUSTICE INFORMATION NETWORK (CJIN)
GOVERNING BOARD MEETING
JULY 12, 2001 9:00 AM**

VANCE-GRANVILLE COMMUNITY COLLEGE
SEMINAR ROOM CIVIC CENTER (BUILDING 9)
HENDERSON, 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	Robert Rader
J. B. Evans *	Larry Ware
Chip Hight	

*Note: * Denotes member absent*

CJIN Executive Director

Carol Morin

Others Present

Larry Wilkie	Rachel Spangler	Cliff Layman
Rebecca Troutman	Mark Rundlett	Glen Mobely
Bryce Morrison	Fred James	Tracy Keel
Joey Gardner	Jim Bowden	Janet Greene
Sheri Botts		

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. Chairman Bob Brinson welcomed Honorable Larry Ware, Magistrate from Cleveland County, to his first CJIN Board meeting.

Approval of Minutes

Minutes from May 10, 2001 meeting were approved.

Memos from Board of Ethics

Mr. Bob Brinson reviewed two memos that had been received from the Board of Ethics and requested that they be read into this meeting's minutes. The first memo was dated March 30, 2001 for Chief Glen Allen and the second memo was dated February 6, 2001 for Mayor J. B. Evans. Both memos cited that the Board of Ethics did not find an actual conflict of interest but they did find a potential for conflict of interest. Both memos requested that the findings be read into the Board's minutes.

Mr. Brinson reminded the Board members that CJIN receives notifications from the Board of Ethics and that members needed to be cautious when voting to ensure there was no potential or actual conflict of interest. Capt. Fletcher Clay asked if the same guidelines applied to the Governor's Crime Commission and Mr. Brinson said they did. Mr. Brinson reminded the Board that at the March 9, 2000 meeting, Mr. Perry Newson, Executive Director of the Board of Ethics, did a presentation for the Board.

CJIN Voice Trunking System

Mr. Mike Hodgson stated that since the February 22, 2001 CJIN Board meeting, there has been further progress in finalizing funding through Senator Edwards' Office (\$698,000). There has been no other block grant or state appropriation so basically CJIN Voice is still trying to get 'off the ground'. Mr. Hodgson said that Secretary Beatty has worked closely with the North Carolina Emergency Management Office, North Carolina Department of Transportation / Division of Motor Vehicles, United States Department of Transportation, and the State Highway Patrol to obtain hazard mitigation funds to assist along the eastern seaboard, in particular with Interstate 40 lane reversal during evacuation times. Senator Edwards' monies are specifically targeted for southeastern part of the state and NC Emergency Management is providing \$690,000 via a hazard mitigation grant and together this totals about 50% of the money needed. Mr. Hodgson has proposed constructing ten sites off the existing system, which would provide coverage from southern Brunswick beaches to southern Carteret beaches but he said the need exists to manage traffic about 30 miles north and south of the I95/I40 exchange. A model for a high profile system like this might motivate funding as the project moves forward and the system needs to work in a manner which will benefit both the citizens and public safety officials. The hazard mitigation funds are available on or before October 1, 2001 and they are a reimbursement grant rather than up-front money. Mr. Hodgson said he targets to have system operational and tested by the May 2002 hurricane season.

Mr. Brinson asked if the present funding stream would change the proposed phased implementation of CJIN-Voice. Mr. Hodgson replied that the North Carolina Governor's Office has supported this effort but not under the CJIN heading and Mr. Joe Chandler has targeted delegates east of I95 rather than across all of the state. The phased program has been altered due to funding being targeted for specific corridors. The second most vocal group today is in the mountains because they lack coverage today, as opposed to outdated technology, and this may lead to doing two pieces of the state at opposite ends if funding is there to support it. Mr. Hodgson commented that the former Senator Faircloth was supportive in securing initial CJIN-Mobile Data Network monies and Senator Edwards has been allegiant to CJIN.

Mr. Brinson asked if the project estimate was still valid and Mr. Hodgson said that he is getting many requests from local government entities, which may cause the price to go higher due to growing interest, but he foresees nothing that would diminish it. Mr. Hodgson said this deployment is not necessarily the best manner of frequency coverage or most cost effective manner but it is the right decision at this point in time. Right now, the project needs visibility. Ms. Rebecca Troutman asked if emerging technologies would expand coverage and interoperability without increasing price. Mr. Hodgson replied that NC is somewhat behind other states but the technology being installed is a second or third generation type of architecture and other states are installing technology that is a generation older than ours with a migration path. Mr. Hodgson cautioned the Board on getting too far into the future and losing existing users / systems. Mr. Hodgson said there was a meeting with Mr. Ronald Hawley, State Chief Operating Officer, and Mr. Michael Fenton, State Technology Officer, to address

the statewide wireless architecture, which would target both public safety and local government. There will be research work done to migrate the present growing user base and that the system would not be fully loaded on its first day but rather it would gain interoperability and track along on a 5-7 year timeframe with locals coming on, some with attrition of their own devices. Mr. Hodgson said that for the next Board meeting, he would develop a handout of the project's history, the future direction, financial avenues being investigated, and proposed coverage.

CJIN Executive Director Report

Ms. Carol Morin reported on the status of the National Governors' Association grant on criminal justice information technology planning. Mr. Brinson was notified in late May that North Carolina still had some unspent funds and Ms. Morin secured a technical writer to update the CJIN web site. Ms. Morin said she is planning to attend a Bureau of Justice Assistance / Search Symposium on Integrated Justice Information Systems in early October since she is the North Carolina Governor's Office single point of contact for criminal justice information technology. Ms. Morin distributed an updated business card which had a new cellular phone / pager number because the Department of Justice Financial Services had requested this change, as its cost was cheaper than the traditional pager.

Mr. Richard Little asked for an update on Senate Bill 900. Ms. Morin said that she provided feedback to Senator Reeves from the May 10, 2001 Board meeting and that although the CJIN provision went into the House budget bill, it now appears to be stalled. Mr. Brinson said there was good support from legislative staff and Information Technology Services for a CJIN network security administrator but it was budgeted a lower salary than might be needed to secure this resource.

Ms. Rebecca Troutman asked if the CJIN web site could be updated with relevant materials from the Board meetings and possibly links back to an agency's web site. Capt. Clay said he had received a phone call from a federal organization that said the CJIN link was not working from the State Bureau of Investigation web site.

National Criminal History Improvement Program (NCHIP) Grant

Ms. Carol Morin stated that CJIN was awarded a Governor's Crime Commission (GCC) grant for \$210,000 (with \$52,500 being CJIN 25% match money) for a refresh of the CJIN study in 3-4 selected areas. Ms. Morin said that she has also pursued a National Criminal History Improvement Program (NCHIP) grant for \$705,555.55 (with \$70,555.55 being CJIN 10% match money). Since NCHIP focuses on the criminal history record, Ms. Morin said that CJIN proposes to research and evaluate three areas: how to positively identify a person, including their past and current involvement with the criminal justice system; how to achieve a single and comprehensive criminal history record; and how to maintain the operating environment to support a complete criminal history record. Ms. Morin said she envisioned the NCHIP grant, if awarded, would not be like the previous CJIN study where one vendor was awarded the entire amount but rather multiple, smaller statements of work which would be bid individually. The NCHIP grant application includes staff for two one-year time-limited positions – a CJIN Administrative Assistant and a CJIN Budget Officer. Ms. Morin recommended that a work group be formed for the various study topics. Mr. Richard Little recommended a full-time project manager to coordinate this effort which sort of had a piece-meal approach with a high overhead of project management.

Magistrate System

Mr. Cliff Layman stated that the Magistrate System will be implemented in 92 counties by next Tuesday and there would be 97 counties shortly. Mr. Layman said this essentially closes out this portion of this project and the Administrative Office of the Courts (AOC) had completed what they set out to do. There have been positive conversations with Wake and Mecklenburg counties in defining an interface and conversion methodology and AOC will be chatting with Buncombe County shortly. Effective 7/1/01, AOC severed its relationship with VisionAir and assumed complete control of software package along with adding some additional staff (programmer, database, help desk, etc.). The Magistrate system will be in compliance with both the statewide and AOC architectural requirements following completion of the statewide warrant repository.

Warrant Repository

Mr. Cliff Layman said the project team was fully staffed in June and a user advisory committee and three user subcommittees have been established. AOC has expanded the membership per recommendations of several groups but if more representation is needed, Mr. Layman asked to be notified. The Warrant Repository is in the design phase, the requirements document in final draft form, and it will be submitted for review and approval in early August. AOC is accommodating the Information Management Resource Commission's request on their proposed architectural standard. A Governor's Crime Commission grant for \$450,000 was denied. The project is funded through September 2001 with NCHIP funds but AOC has requested an extension through June 2002 and will be pursuing other funding sources. Mr. Brinson asked if the Warrant Repository System and Magistrate System were considered one project or two separate projects and Mr. Layman said that although they are two independent projects, you can't have one without the other.

CJIN Security Oversight Committee (SOC) Report

Mr. Richard Little reviewed the SOC membership from the CJIN Governing Board and thanked the various participants in the SOC and its Technical Advisory Group for their assistance in this effort especially because it is requiring a significant time and effort by all involved. Mr. Little gave an overview of the three network security components of the grant (firewalls, encryption, and authentication and authorization). The SOC minutes are available upon request but they are not open to public records law due to the sensitivity of materials. Mr. Brinson stated that the Department of Correction is a pilot agency for authentication and authorization and he felt there was a good payoff for this work and the grant money was leveraged in such a way that this work could be a model for the state. Capt. Clay reminded the SOC to keep local governments informed of activities of this nature.

CJIN Network Security

Ms. Carol Morin stated that a Full-Time Equivalent (FTE) position had been requested in the State Fiscal Year 2001-2003 expansion budget request because the project had been staffed with contractors.

Juvenile Justice Network (J-NET)

Ms. Rachel Spangler stated that the IRMC had recommended that J-NET enhance/maintain its current system that was operating in two counties and that no new development take place. Ms. Spangler said she was not sure where additional funding might come from and the Department of Juvenile Justice and Delinquency Prevention (DJJDP) had some monies for connectivity in their state budget. Rollout to the next counties will depend on whether they are connected already in the department or not. Data is

being provided to research and planning and it is starting to answer the needs of the people out there.

Ms. Spangler said she met with court counselors from Fayetteville yesterday and she is scheduling a law enforcement officer visit with Lt. Wiseman. Mr. Brinson stated that a lot of people want access to J-NET but juvenile court counselors were first and others would follow. Ms. Spangler provided a handout of the J-NET Bulletin dated July 2001 – Issue 1. Mr. Brinson said that the present legislation requires the CJIN Governing Board to develop a juvenile justice information system. Although the CJIN General Assembly March 2001 report requested that DJJDP assume this responsibility, the legislation has not been changed so J-NET will continue to report to the Board at every meeting.

CJIN-MDN and Local Government Request

Mr. Bob Brinson referenced the several memos that were in the Board's meeting materials package. Mr. Brinson said that CJIN Mobile Data Network (CJIN-MDN) was a shining star but Phase V needs to be completed. As to Mr. Bill Clontz's request for the non-traditional criminal justice user to access the CJIN-MDN infrastructure, the problem is still being worked on. To recap activities to date, CJIN requested an opinion from the Attorney General and subsequently a memo was written to the IRMC for advice on specific issues outlined in this memo. CJIN needs to know the state's direction on wireless technology and we expect to see something at the earliest by the end of the year.

The Board discussed the July 2, 2001 memo from Mr. Woody Yates to Ms. Janet Smith. Capt. Clay was concerned with who would actually do the work, why the workgroup lacked local representation, and in general, why both committees lacked local criminal justice representation. Both Chief Glen Allen and Lt. Ken Wiseman stated that criminal justice representation should be strengthened due to their contribution(s) of tower space, rent based on footprint, electric bills, phone lines, antennae, etc. Mr. Richard Little recommended a subcommittee focus on this issue. Capt Clay stated that CJIN should have membership in a voting capacity on the steering committee. There was consensus to have CJIN-MDN users who actually have a stake in the network be represented. Mr. Brinson stated that the IRMC memo cited the number of local assets that contribute to CJIN-MDN. Chief Allen said that the ownership issue (item #10) was not a technical decision but it needed heavy criminal justice representation. Mr. Little asked if CJIN could do a presentation to make sure that both the committee and work group understand our concerns. Mr. Brinson requested that Ms. Morin go back to the IRMC and Mr. Yates and share our recommendations based on today's discussion. For the CJIN work group, Mr. Brinson asked Lt. Wiseman to take the lead with support from Mr. Richard Nifong, Chief Allen, Capt. Clay, and possibly Lt. Sandy or Mr. Hodgson.

Lt. Wiseman stated that voice is more complicated and difficult than data and Fayetteville had a \$4,500,000 investment. Mr. Nifong agreed that there was a low investment for data but the owners of 800 Mhz system had a lot of suspicion about what role the state will play and it would be good if the IRMC could create a perception among local entities that there is a willingness to participate. Capt. Clay stated that the work group is doing wireless (i.e., voice and data) even though Mr. Clontz's request was data specific. There was consensus that the answer to item #10 will set the pattern for voice.

Capt. Clay said he would like to know the meeting schedule because he didn't know he was on the steering committee. Ms. Troutman asked if Mr. Hodgson was coordinating his voice effort with local governments and Lt. Wiseman answered yes. Lt. Wiseman said there was a NC Sun (NC Smartnet Users Network) meet in August. Mr. John Carriker expressed his thanks for this discussion which educated him on a potential landmine.

Governor's Crime Commission (GCC) Information and Technology (IT) Grant Award Report

Mr. Navin Puri, GCC, presented an overview of the Information and Technology Systems Improvement Committee and then gave a brief update on the three categories awarded (state agencies, local mobile data computer, GIS and system improvements). Mr. Puri stated there were 120 grant pre-applications submitted to the IT Committee, totaling over \$11,000,000 but the Committee had approximately \$3,000,000 to work with. GCC awarded 65 grants totaling approximately \$3,100,000. Mr. Puri said emphasis was placed on first time local mobile data user requests, which is typically smaller towns, and almost 200 new users will be added to CJIN-MDN as a result of GCC grant awards.

Mr. Puri said he is working closely with Ms. Morin on the NCHIP application.

Mr. Brinson said there is a close alliance between CJIN Board and GCC and it has worked well in ensuring grant funds promote CJIN. Mr. Brinson said there is an opportunity for the Board to make sure that grants given continue to advance things CJIN wants but we have some tough decisions ahead because the 'seed money' needs to be replaced and the grants are coming back in for this type of request. The Board has not placed a great deal of emphasis on Ibase, records management system for local law enforcement, or GIS but Mr. Brinson wondered if these are areas we should be looking into.

Electronic Warrants; Records Management System

Mr. Gary Balance, Greensboro Police Department, stated that they were a beta site for accessing the Magistrate System through the Internet. Mr. Balance did a demonstration of the electronic warrants and said the detectives use this heavily. Mr. Balance said they are also looking into a records management system and a Request for Proposal is going out in the next two weeks. Mr. Balance recommended that you consider getting an electronic case file with your record management system and he gave a handout that overviewed their record management system requirements. Mr. Carriker asked when New Hanover County could get the electronic warrants or be added as a beta site. Mr. Brinson said there is a data mining vendor that wants to present to the Board.

Offender Information System (OIS): View a Mug Shot; Create a Lineup

Lt. Ken Wiseman and Mr. Bob Brinson did a demonstration of 'view a mug shot' and 'create a lineup' parts of OIS. Mr. Brinson stated that GCC funded this work through a data sharing grant.

Transmitting Images over CJIN-MDN

Mr. Mark Rundlett and Mr. Gary Mobely, both from the Cumberland County Sheriff's Office, did a demonstration of how they were using OSSI mobile field reporting and transmitting images over CJIN-MDN.

eCitation

Lt. Ken Wiseman did a demonstration of eCitation. Ms. Morin mentioned that the Governor's Highway Safety Program has primarily funded eCitation. Capt. Clay said there were requirements from the Administrative Office of the Courts (AOC) back-end processing that needed to be resolved (what was printing on back side was the short AOC statutory language and it didn't have all elements of offense so the violator had a different copy than what comes up on the bench). Capt. Clay stated the eCitation pilot in Cumberland County was a proof-of-concept from car to court system; with lessons learned and

enhancements incorporated into this version of the software. Ms. Troutman asked about a statewide rollout and Mr. Brinson said that one of the National Governors' Association grants was a request for an eCitation project manager. Mr. Carriker asked if the District Attorney could access the officer's notes and if a web site could be built to access data of this nature as well as feeding a records management system. Ms. Janet Greene stated that the eCitation pilot is limited to non-arrestable offenses.

CJIN Digital Image Standards Work Group Solicitation

Ms. Morin mentioned that she was still soliciting volunteers for the CJIN digital image standards work group. Capt. Clay suggested that the Department of Motor Vehicles be included in the work group.

Other New Business

Capt. Clay had several items. The NCIC 2000 update for CJIN-MDN required significant changes, cost \$127,000, and had various funding sources. Although as much of this change was made at the CJIN-MDN switch, some users may have lost their full capabilities (such as knowing tax or liens, etc). The software upgrade will go to every CJIN-MDN user at no cost but there was a challenge of deploying it. Capt. Clay said he preferred to put the upgrade in the hands of the law enforcement agency directly rather than have the agency pay a vendor to do it for them. If anyone is having problems with NCIC 2000, then they need to call SHP.

Capt. Clay would like to see a technical group formed that would discuss future or emerging technologies. Issues to be brainstormed could include a briefing of who's working on what, the electronic version of crash report, bar coding for licenses, etc. Capt. Clay asked if the CJIN Board could fund this effort. Mr. Brinson asked that interested parties send an e-mail to Ms. Morin.

Capt. Clay said he was on the International Association of Chief of Police Criminal Justice Information Systems (CJIS) Committee. Capt. Clay said it was beneficial to know whom you are dealing with at federal level. The SHP is helping out with best practices on COPS MORE grants and on the grant review committee for National Institute of Justice (NIJ).

Capt. Clay said there should be a way to more easily compile our financial contributions to CJIN, both from a local and state dollar perspective.

Ms. Morin asked the Board members to leave their nametags next to the tent cards. Ms. Morin also solicited a volunteer to host the next CJIN Board meeting on September 13th and Mr. Carriker said he would check into it.

The meeting adjourned at 2:15 PM.