**North Carolina Criminal Justice Information Network**
**Governing Board Meeting**
**Thursday, September 22, 2016 9:00 AM**
**901 Corporate Center Drive**
**Oak/Maple/DA Conference Rooms**
**Raleigh, North Carolina**

**CJIN Governing Board Members Present:**

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| Bob Brinson | Bill Bryan | John Corellus |
| Chip Hight | Bob Lee | Steve Lingerfelt |
| Jeff Marecic | Joel Shores | Al Williams |
| Dexter Williams | | |

**CJIN Staff:**

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| LaVonda Fowler | Lars Nance |

**Guests:**

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| Ryan Hepler | Danny Bell | Kris Peterson |
| Marc Erickson | Frank Palombo | Brian Withers |
| Jeffrey Mitchell | Carol Burroughs | Stephen Jelinek |
| Samuel Carter | Linda hodgson | Red Grasso |
| Al Sadowski | Janine Parker | Wyatt Pettengill |
| Mark White | John Poteat | T. Jerry Williams |
| Nequella Battle | Christa Boswell | Kim Gross |
| Chris Creech | Jamie Lassiter | Michael Koontz |
| Shannon Godwin | Chris Aquen | |

**<u>Board Activities and Announcements</u>**

CJIN Chair Bob Brinson called the North Carolina Criminal Justice Information Network (CJIN) Governing Board meeting to order at 9:00 AM.

Chairman Brinson made an announcement regarding the on-going incident in Charlotte and that members of the Board, Advisory staff, or other attendees may have to leave during the meeting.

Chairman Brinson thanked Board Member Jeff Marecic, Court's CIO, for sharing the facilities of the NC Judicial Center with the CJIN Board.

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

Chairman Brinson reminded the Board of the next meeting, scheduled for December 1st and was rescheduled after the meeting to December 8th; he also stated that Body Worn Cameras would be discussed at the upcoming meeting.

Chairman Brinson welcomed two special guests: Kris Peterson, NCIS-LInX Program Director, NCIS Division Chief and Brian Withers, FBI National Data Exchange Program Manager, CJIS Division.

Chairman Brinson announced two new CJIN Board Members: Captain Joel Shores, Cleveland County Sheriff's Office and William Bryan (retired).

Chairman Brinson announced that Board Member Shannon Hayes, representing the Division of Juvenile Justice has accepted a position within the State Bureau of Investigation and will no longer be serving as a Board Member. Shannon will be available to assist the Board.

Chairman Brinson shared with the Board the passing of Janet Green, Manager in the Courts IT Section, commenting that Janet had been working with the Board forever and will be missed.

Chairman Brinson acknowledged the CJIN Advisory Board members who were present and thanked them for their continued support – Wyatt Pettengill, Frank Palombo, Danny Bell, Linda Hodgson, Ryan Hepler, Chris Creech, John McShane, Jeff Mitchell, and Marc Erickson.

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

Chairman Brinson announced that the CJIN Website is being enhanced and that LaVonda will be sharing with the Board the upgraded functionality.

LaVonda provided the Board with an overview of Practical and Functional Information Sharing Section being added to the Website; she provided a background, including the RMS vendor workshops, the agencies that participated, the creation of "Friends of CJIN", the creation of the Advisory Board Members, etc. LaVonda stated that the new initiative will include Request For Information and Request For Proposals on a variety of technical criminal justice projects. Criminal Justice Agencies will have the opportunity to share their RFI/RFP documents; CAD, RMS, JMS, Two-Factor Authentication, Body Worn Cameras, Pre-Trial Release, etc. The Board was reminded that sharing these documents has been done over the years and this new initiative will only formalize the process.

Chairman Brinson thanked LaVonda and stated that this information sharing will be very beneficial.

## Folder Materials

Chairman Brinson stated that the following items were contained in their folders: Meeting Agenda, Draft Minutes – Feb 4th Meeting, Travel Request Forms, 2016 Law Enforcement Report, Practical & Functional Information Sharing Outline, and SLED Agenda.

He also noted that the presentations from the meeting will be posted on the CJIN website.

## Ethics Awareness

Chairman Brinson 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.

Chairman Brinson 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.

Chairman Brinson 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

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

## Approval of Minutes

The minutes from the February 4, 2016 Meeting were approved.

## Meeting Format

Chairman Brinson stated that in our meeting today we will be receiving updates and discussing the following projects/programs – NCIS-LInX, AOC Plans, CJLEADS, Identity Automation in Education, and NC FirstNet.  He stated that the discussions on Body Worn Cameras and Two Factor Authentication will be discussed at the next meeting.

### Overview and Update of the NCIS LInX National System:

Chief Frank Palombo provided a brief background of the NCIS LInX System and introduced NCIS Division Chief Kris Peterson – Kris also serves as the LInX National Program Manager.

Division Chief Peterson thanked the Board for their continued support of the LInX Project and shared the background of the LInX System, including the USS Cole Bombing, the two areas of the US that LInX was first deployed – Pacific Northwest & NW Virginia, discussion of the backbone being funded by NCIS, the funding of agency connections using grant and State Legislative funds, the importance of Success Stories – especially stories involving DOD personnel that can be used for continued Congressional Funding, the majority of Florida will be completed this year, the discussion of sustainment, the partnering with N-DEx, Constitutional Policing, etc.

### The FBI Criminal Justice Information Services (CJIS) Division's National Instant Criminal Background Check System (NICS) Accessing the National Data Exchange (N-DEx):

Chief Palombo introduced Brian Withers, FBI's N-DEx Program Manager, CJIS Division.  Brian provided the Board with the results of a new information sharing initiative involving the use of N-DEx and NICS for background checks involving the purchase of guns, including NICS/N-DEx Pilot Project background, Primary and secondary search options, NICS/N-DEx pilot statistics and scenarios, Pilot lessons learned for the N-DEx, Way forward for NICS and the N-DEx, data from III, NCIC, & States, local and national Warrants, etc.

Chief Palombo shared with the Board that NC and SC have unanimously approved this program for pistol permits.  Wyatt Pettengill, NC CJIS Security Officer, shared with the Board the

importance of N-DEx with NC's switch to the National Incident Based Reporting System for crime reporting in 2018. Brian, Wyatt, and Marc Erickson discussed in some detail the importance and challenges with checking for mental health information.

Chairman Brinson requested that Brian share with the Board an update on other activities with the N-DEx System; Brian provided an update of activities within other States along with some key statistics.

**Update of the NCIS LInX-Carolinas System & the Expansion of Charlotte Regional Information Sharing System, Chief Frank Palombo NCIS LInX Carolinas Program Director:**

Chief Palombo shared with the Board the significance of the LInX Carolinas System and the interface to the N-DEx System; he discussed that every LInX inquiry queries N-DEx and this is a system default – can be changed by the user. Chief Palombo also provided a typical success story involving the US Marshal's Service. He expressed the importance of the NC/SC LInX Governance Board, comprised of an executive from every participating agency; this governance structure provides every agency with control of their data and the approval authority for every change to the LInX System.

Chief Palombo provided the Board with an update of the LInX System including an increase in Event Records (over 863 M), Mugshots (over 72 M), Narratives (over 660 M), & the record types included in the data base, a detailed analysis of the participating counties (using various coverage maps to demonstrate the growth of LInX from 2008 to a projected 2017), a national coverage map with new additions in Chicago, Rocky Mountain, Boston in the Northeast Region, etc., Interface to N-DEx, approximately 1,400 agencies, 13 regions, the FED Region, D-DEx, etc.

Chief Palombo shared the history of funding including that no LInX agencies have paid for annual operating and maintenance since the inception of the program, that there are no licensing fees (software is owned by each region), funding for operations is forecast through 2018, LInX/D-DEx has been designated a Homeland Security Priority by the Department of Defense, funding likely to be approved beyond 2018, currently 220 NC agencies are connected to LInX, the General Assembly's appropriation of $288,000 has resulted in 46 more agencies being added, the Charlotte/Mecklenburg PD has provided an additional $562,000 for connecting another 62 agencies, special thanks to Board Member Crystal Cody for requesting the reallocation of an existing grant, etc.

Chief Palombo discussed the mug shot records, based on a question from Wyatt Pettengill, stating that all mug shots are tied to incident reports and contain detail information which includes pictures of scars, marks, and tattoos, in addition to all the mug shots being presented in chronological order.

Chief Palombo thanked Dennis Reynolds for assisting the CJIN Board with obtaining the $288,000 from the General Assembly.

**Update to the Interface of NC Adult Corrections to NCIS/LInX:**

Chairman Brinson provided an update on sharing correction data with the LInX System including inmate data back to 1972, using the Jail RMS template as a first step, expanding the template in the future, target for connection is within several months, probation and parole will

be primary users of the LInX System, the correction system is data rich, CJLEADS has been instrumental in assisting Adult Corrections with the elimination of duplicate records, etc.

**Administrative Office of the Courts, Automation Plan & Update on Enhancing Existing Applications:**

Jeff Marecic, Chief Information Officer, Administrative Office of the Courts, provided the Board with numerous updates, including Program Updates, New Online Services, Technology Modernization, eCourts Strategic Plan, etc.  Jeff started with a comprehensive update on the Magistrate Video Program, the rewrite of the eCitation System including the user acceptance testing phase, the Pilot with State Highway Patrol in October and the new features - improved data security, streamlined interface, updated street indicators, night vision, update roads list, and short descriptions of offenses displayed, Current Utilization is 1.5 Million citations written per year – 86% using eCitation, grant has awarded agencies new eCitation Printers, and interface to NCAWARE project.
CIO Marecic discussed the expansion of the ECCDV System to an additional 12 counties.
Jeff provided an update on the Criminal Court Information System-Public Defender (CCIS-PD), Indigent Defense Services, Online Mediator re-certification payment system, Dispute Resolution Commission, Compliance and Dismissals - Expired registration, Inspection, driver's licenses, etc., Implemented Statewide in May 2016, Online Collections and Payments - 51% of transactions are performed using a mobile device, Court Technology Modernization, Infrastructure Upgrades: Server – Increase server capacity (NCJC and DR site, expected completion Oct 2016), Storage – SAN upgrade to 4 PB (NCJC and DR site, expected completion Nov 2016), Disaster Recovery and Data Replication (completed), Network – Datacenter, core, last mile circuit upgrades (expected completion 2Qtr 2017), Courtroom Wireless Access - 537 courtrooms, 106 locations, and Digital Recording Technology Refresh in 3 pilot counties.

Jeff Marecic discussed the strategic plan including the final vetting stages - NCCALJ Committees, 2,000+ surveyed, 200+ interviewed, Nine Initiatives – 6+ year time horizon, Establish Branch-wide IT Governance Process, Baseline Metrics to Track Key Performance Indicators, Reporting Tools to Track Goals and Operational Improvements, Enterprise Information Management System, eFiling, Integrated Case Management System, Financial Management System, Increase Online Access to Court Services, and the Judicial Workbench.

Jeff answered numerous questions during his presentation.

**CJLEADS Program Update:**

Danny Bell, Program Director, Department of Information Technology, provided an update on CJLEADS, including the upgrade to CJLEADS 2.0 which will be a new user interface, aligns with security recommendations and protocols, provide a web interface that is responsive (user interface will look the same regardless of the device utilized), allows for the integration of federal data within the web-based CJLEADS application, operating systems, browsers, HTML5, Multi-Factor Authentication, Comply with CJIS policy for access to federal data, use State of NC enterprise solution, LEO/LEO Support, expand use to any CJLEADS user who is DCIN certified, etc.

Senior Assistant District Attorney Al Williams requested that the CJLEADS team revisit the timeout issue facing District Attorneys while working in a court session – the 20 minute timeout should be expanded within a secure courtroom. The team agreed to readdress this request.

**Identity Automation – NC Educational Cloud:**

Stephen Jelinek, Assistant IT Director, Cumberland County Sheriff's Office, provided the Board with an overview of how the agency is using Identity Automation to leverage their existing IT System to accomplish Advanced Authentication. Stephen discussed the methods, technology, risk based authentication, deployment of proximity cards, recommendations, etc.

Samuel Carter, Services Manager, NC Educational Cloud, provided the Board with a background, general summary and update of plans moving forward, an explanation of the NC Ed Cloud IAM Service, the timeline of various deliverables, contract requirements, the five targeted applications – Google Apps for education, MCNC Zscaler Web Security, CDIR, Follett Destiny & Discovery Education, Operations and Support of Home Base Applications, New target applications (10), Screen layout of all the functionality, logical architecture, Solution architecture, Cloud architecture, etc.

**North Carolina FirstNet, Broadband Infrastructure Office,**

Allan Sadowski, Single Point of Contact for NC FirstNet, provided the Board with the need for the FirstNet, the outreach effort, the FirstNet RFP due in six weeks, FirstNet is not a mandate, and a full comprehensive presentation will be provided at an upcoming meeting.

Chairman Brinson adjourned the Meeting at 12:30.