



Criminal Justice Information System  
Governing Board  
State of Connecticut  
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## CJIS Governing Board Meeting

January 26, 2017, 1:30 pm

Division of Criminal Justice, 300 Corporate Place, Rocky Hill, CT 06067

### CJIS Governing Board Members and Designees in attendance:

Mike Lawlor, *Co-Chair, Under Secretary, Office of Policy and Management*; Patrick L. Carroll, III, *Judge, Co-Chair, Chief Court Administrator, Judicial*; Mark Raymond, *CIO, Department of Administrative Services/Bureau of Enterprise Systems and Technology (Designee)*; Kevin Kane, *Esq., Chief State's Attorney, Office of the Chief State's Attorney*; Cheryl Cepelak, *Deputy Commissioner, Department of Correction (Designee)*; Antoinette Webster, *Esq., Sr. Administrator and Special Counsel, Department of Emergency Services and Public Protection*; Cindy Zuerblis, *Division Manager, Department of Motor Vehicles (Designee)*; James Cetran, *Chief, Connecticut Police Chiefs Association (Designee)*; Brian Carlow, *Esq., Deputy Chief Public Defender, Division of Public Defender Services (Designee)*; and Natasha Pierre, *Victim Advocate, Office of Victim Advocate*

### Other attendees:

Brian Clonan (DESPP), Bob Cosgrove (DOC), Vilmaris Diaz (BOPP), Chris Duryea (JUD), Darryl Hayes (DESPP) and John Russotto (DCJ)

### CJIS staff and contractors:

Phil Conen (Conduent), Theresa Czepiel (CJIS), Jim Harris (CJIS), Christopher Lovell (CJIS), Mark Morin (CJIS), Todd Priest (Qualis), Theron A. "Terry" Schnure, Tanya Stauffer (Conduent), Mark Tezaris (CJIS), and David Wright (Conduent)

## I. Welcome and Introduction

Judge Patrick Carroll brought the meeting to order at 1:40 PM. He recognized Mr. Terry Schnur from the private sector, for his continued interest in the CISS project. (*Mr. Schnur is now retired, but his work on CJIS was very significant during his time working for OPM.*) The Judge also noted that forward progress in the CISS project has been made. There were no introductory comments from Mr. Mike Lawlor.

## II. Approval of Minutes

- Judge Carroll called for a motion to adopt the October 2016, Governing Board Meeting minutes, providing there were no questions, comments or amendments. A motion to approve was presented by Chief James Cetran. Mr. Mark Raymond seconded the motion. The vote to approve was unanimous. The floor was then turned over to Mr. Mark Morin for the CT: CHIEF update.

### *CISS Project Introduction*

- Mr. Morin opened the presentation with an announcement that there would be new information regarding the building and deployment of the project, communication with Stakeholders and how a project reorganization could reflect a possible three to four month extension.

### III. CT: CHIEF

- Mr. Morin reported that the Plainville Police Department contract for CT: CHIEF was recently signed. Wethersfield and Enfield Police Departments have already been online successfully using CT: CHIEF Records Management System (RMS). The Enfield Department reported that the application is faster than their prior self-hosted system. The New Britain Police Department contract was executed last week, and a kick-off meeting will be taking place shortly. An estimate is that in two months there will be four additional departments in the centralized environment.
- Since August 2016, only one failure call has come into CISS, which was fixed in 1.75 hours. Tracking of time to bring new departments onboard has been and will continue to take place. Estimates indicated that 40 hours would be needed for department onboarding, but current tracking shows that only 23 hours are necessary. This number will be continually fine-tuned as seven additional departments are brought on beginning in April 2017.

### RMS

- CT: CHIEF and Accucom are the two current RMS vendors working with CJIS. New World, SunGard and TriTech, the only vendors that responded to notifications from the CJIS Project Management team, are waiting for CISS documentation to start the next level of work. Once the Application Program Interface (API) document is ready, Project Management will reach out to the remaining vendors since all RMS vendors are needed for the success of the project.

### IV. CISS Project Update Continuation

- Mr. Morin stated that Release 3 is extended approximately three months. Revisions were made to the Release 3 Criminal Motor Vehicle System (CRMVS) screens to provide for better viewing since Stakeholders are accustomed to seeing CRMVS data in certain fashions. The Project Management team took a step back to decide with Stakeholders what changes needed to be made through the Change Control process. Conduit (Xerox), which is in development mode, is expected to complete development and be ready for production in April 2017. The intent of testing is to receive 100 percent approval from Judicial beforehand.
- Search, Release 6 was delayed, but is underway. To offset the Department of Motor Vehicles' (DMV's) decision to switch to their new eCivil file system, DMV documents will be put in a later release. Release 7 documents were moved into Release 6. The delay for CISS will push the release out a few months, but the outcome will be beneficial for all parties - e.g., more information is going to Stakeholders much sooner than originally planned. Another consideration is that the DMV's testing resources have diminished due to early retirements.
- All other releases are in the development or design mode.

### *Plans and Completions*

- Mr. Morin reported that the development of Release 3 is underway after its delay due to Change Requests. Plans to go into Systems Test have been made for February 13<sup>th</sup>. Project Management took a pause to consider the changes that Judicial's new database will bring to Release 4, Uniform

Arrest Report (UAR) Misdemeanor Summons data transmittal. A new layout was finalized and development is currently underway. Release 5 is 40 percent complete. The planned hold for this release is due to the dependency on the RMS data being available. Releases 6 and 7 were discussed earlier.

- Release 8, Post Arrest Notifications, is the second part of the data transmittal coming from Judicial to the Department of Correction (DOC), the Division of Criminal Justice (DCJ), Law Enforcement and all the other Agencies that will be receiving notifications electronically. A Change Request from Judicial will lead to electronically pushing daily changes to court cases through CISS to Stakeholders. Agencies will have access to any changes to historical data in CRMVS. This will be of great advantage to many units, especially the Prosecutors.
- Release 9 made tremendous progress. The Sex Offender Registry (SOR) vendor is onboard. The Statement of Work (SOW) is being reviewed before a purchase order is requested. A Tiger Team resource is onboard as of Monday, January 23, 2017. Project Management will be meeting with this resource to quickly get him up to speed. The Wanted file was the last piece needed for this release. The FBI approval has been received by the Department of Emergency Services and Public Protection (DESPP) giving CJIS access to National Crime Information Center (NCIC) data. A design session for the Wanted Person file will be held on February 14, 2017. Mr. Morin responded to Attorney Antoinette Webster's query that Release 9 should go into production in the 4<sup>th</sup> quarter of 2017.

#### *Projections*

- Mr. Morin stated that Release 3, CRMVS and Protection Order Registry is expected to go through Systems Test and User Acceptance Testing (UAT) before the next Governing Board meeting in April.
- Releases 4, 5 and 6 will continue in development. Release 7, Infractions, will merge with Release 6 and disappear from the reporting process. Release 8, Post Arrest, Arraignment, Post Judgement and Case Setup will be in development.
- Release 9 replications will begin. CJIS approval of the SOW and the purchase order is needed for SOR. DESPP has received FBI approval for the Wanted file. A design session will be held shortly. Project management will begin work with the data vendor for Weapons.

#### *Risks*

- Mr. Morin continued to report that risks include the state budget cuts, which are causing resource issues in some Agencies. FBI clarification of use of the Wanted file is resolved and will come off the schedule. The project schedule has been impacted by various issues making the November 2017 deadline unlikely. Discussions with Stakeholders are taking place to capture more realistic Agency timelines.
- A major risk exists due to the CISS project placing a tremendous demand on Stakeholders. Judicial has embraced a large amount of work pertaining to the project while at the same time maintaining its daily workload.
  - Judge Carroll added that loss of resources is continuing with early retirements pending in Judicial. Mr. Raymond also interjected that a large uptake of announced retirements of Tier 1 and 2 employees for the next few months has been noticed over the last few weeks. Some retirement notices are the result of the April 1<sup>st</sup> deadline for Cost of Living (COLA) increase for next year, but the ongoing discussions about opening up SEBAC have some

people concerned. Judge Carroll agreed that loss of more experienced personnel with institutional knowledge is of concern. Mr. Morin said that Project Management will be carrying this awareness into Stakeholder meetings to keep abreast of the shift in personnel interfacing with the CISS project.

- Release 9 can be pulled off the Risk Log since the issues, the Wanted Person file, the Sex Offender Registry (SOR) and Web Services Description Language (WDSL) are being handled by DESPP.
- The SharePoint upgrade from version 2010 to version 2016 is a concern since version 2010 goes out of mainstream support in October 2017, with no support as of 2020. The team is still studying this issue, but more than likely the upgrade will not happen in Phase 1, because it is not financially viable. Conduent would have to be kept engaged during the big break in work that the upgrade would demand near the end of first phase. More information will be forthcoming.
- CT: CHIEF statistics show that from inception in August, 1400 arrests have come in to the Wethersfield, Enfield and Plymouth Police Departments with approximately 250 failures. It is important to note that failures can retrigger themselves. Errors don't mean a loss of data. The RMS vendor code is being changed to allow for such fields as hyphenated names; this will reduce errors and increase accuracy. The bail commissioners appreciate the system since three police departments no longer need to be called. This number will increase with an additional four Accucom departments joining within a few months.

#### *Risk Mitigation*

- Discussions with Agencies regarding their schedules, obligations and resources have been taking place for a clearer understanding of Stakeholders' ability to meet the demands to interface with CISS. This information is creating a wider vision of what the remaining CISS schedule will look like. The Project Management team is also being creative in moving content of releases to deliver more data more quickly. Meetings with Stakeholders will continue every two weeks or monthly to capture any movement that would impact project plans. The draft of the new schedule when available will be presented for review to the Governance Committee.
- Guiding Principles were developed from conversations with Stakeholders to direct the development of the project going forward.
  - Search sources need to be delivered in a complete package, e.g. CIB data and CIB documents were put together to create a complete release.
  - Workflows should be released as a whole. In working with Judicial it was decided to combine Release 4 and Release 8, since courts were too busy to pull resources twice. This blending of releases will help in the Geographical Area (GA) deployment also.
  - UAT for Release 3 occurred too late for stakeholders' timelines. Therefore, Stakeholders will now come in earlier (week 6 instead of 12) during Systems Testing to see what their data looks like.
  - Costly changes will be avoided when Stakeholders are able to see the development process and identify gaps earlier in scope or defects.
  - Mapping the existing workflows in the Superior Court and Prosecutors' offices will be done to fully understand their daily processes. The CISS application will be brought to Judicial, and they will determine how best the application can be used to enhance the process that they have in place. Judy Lee will sponsor the work being done with Judicial, while the Prosecutors' sponsor has yet to be determined.

- The Project Management team is putting together a model office for the Court, the Prosecutors, Law Enforcement, the Public Defenders and other groups. This will enable live walk-throughs of processes to see how CISS will change current procedures.
  - Mr. Brian Carlow brought up the concern of how much individual control will exist since there might be much resistance to change. Mr. Morin explained that the electronic data transfer from Law Enforcement will automatically effect procedures and force a shift in process.
  - Judge Carroll interjected that a model of acceptance reference can be made to Court Operations in that after shifting to their electronic system people working within the Civil Courts don't know how they got along without it. Judges using their Virtual Private Network (VPN) can now work in a multitude of environments. Piloting of electronic processes in Criminal Court is taking place currently. Mr. Morin acknowledged that Court Operations' ability to break the barrier between paper-based procedures and new electronic processes will help the CISS project. Mr. Raymond added that once technology is introduced it pushes out the unique characteristics of each location.
- Mr. Morin continued explaining that Stakeholders (Prosecutors and the DOC) whose systems aren't ready to consume data can still log in to see the notices that have come in to CISS. The data will be dropped on the Web User Interface where extra screens will be built to capture any additional data.

#### *Project Schedule Next Steps*

- To create a schedule that satisfies the key success factors and guiding principles a three to four month extension past November 2017 is being discussed. This may be presented for approval to the Governing Board before the next regularly scheduled meeting after vetting through the Governance Committee.
- A benefit to Stakeholders is moving Weapons data and Master Name Index/Computerized Criminal History (MNI/CCH) into an earlier release.
  - Moving MNI/CCH data earlier allows the State to sunset the Offender Based Tracking System (OBTS) earlier, saving the State \$27 thousand dollars per month for maintenance.
- Thank you to Governing Board Members for allowing CJIS the time to be spent with front line Agency people because this has been met with great success in the products that have already been released. The Office of the Victim Advocate has been very enthusiastic about their use of the system so far.

#### *CISS Deployment Strategy Key Points*

- Mr. Mark Tezaris opened the discussion regarding the new schedule and the work involved. He said that the Guiding Principles from Stakeholders are being used to configure the scope while attempting to bring in value earlier and minimize costs.
- With Mr. Raymond, a decision was made to remove the SharePoint upgrade from Phase 1 and place it in Phase 2. This action reduces the risk of costly delays due to adding many months to the existing Conduent contract and further complicating the current development of the Search and Workflows. It is less risky and most likely less expensive to do the upgrade after completion of the current contract scope with Conduent. Attention must also be given to the scope for workflows for GAs, and DCJ and other CJIS Agencies to provide the integration and support needed. Another

upgrade that needs to be addressed is Software AG. These upgrades will delay the project. Conduent is working on a schedule with CJIS, along with cost estimates for a possible three to four month extension. Mr. Raymond and Mr. Brian Clonan will receive the compilation of this data when it has been collected to present to the Governance Committee and then perhaps to the Governing Board for a vote. Mr. Tezaris will validate that funds are in place in the budget.

- Since everything in the application is presented through SharePoint, and since it ties in with CISS security, i.e., GFIPM claims, the upgrade must happen. It can be accomplished, though, at the end of Phase 1, assuming the new schedule is approved.
- In building a plan to bring on the 13,145 or so users, CJIS will be reaching out to the business subject matter experts that supplied the count for the SharePoint licenses. CJIS will be asking for a validation of the count and an understanding of who should be trained, the contact information for these people and the sequence of who should be trained first, second, third, etc. From this, a deployment schedule can be built.
- Over the next 12 to 14 months, multiple releases should be going into production. There is a light at the end of the tunnel for all the Searches. There aren't any significant risks or issues evident, and CJIS now has permission to share the FBI data within CISS.
- For the Workflows, the challenge exists to get all the RMS vendors connected. This will take programming, testing, negotiations and dollars. In addition, the Division of Criminal Justice (DCJ) and Judicial, the recipients of the data, need to be ready. This will take a deeper dive to find any obstacles to the CISS application working as it was designed so that they can be fixed. Also, there is a need to find people who will champion the work for their Agency, since Agencies must take the lead. Another issue that may exist is that some of the Courts might be lacking the technology, so CJIS will bring the information to the Courts as promised. Then they can consume this data when they are ready.
  - Judge Carroll asked for clarification of where in the Court system there is a lack of technological resources. Mr. Jim Harris, CJIS Project Manager, reported the concern that printing resources might be lacking in the Prosecutor's office to replace the physical copies in the law enforcement packages that they receive. Likewise, there are some court areas, including clerk's offices that need additional terminals and/or workstations. As part of the site surveys Mr. Harris is also taking into account any technology gaps or hardware that is needed regarding connectivity to the network.
- A topic for discussion with Stakeholders is the definition of success in regard to the CISS project. The application can be built and delivered, and that would be one level of success. Another level would be that the Stakeholders would use it as it was intended. CJIS Project Management will be developing a concept of what the successful implementation would mean from their perspective and will present it for discussion with Stakeholders when complete.

#### *Support*

- An RFP for CISS operational support is underway with DAS procurement. A draft version is under review with the CJIS Help Desk. Another effort is the hiring of four State employees for CISS support. This is dependent on the hiring of an Executive Director first as per direction from the Governance Committee. The existing consultants are also part of the equation in that they are familiar with the project and have the skillset to deliver what is needed to go forward. The combination of these elements will be put together in a proposal to present to management for decision making.

### *Help Desk*

- Mr. Tezaris stated that CJIS Help Desk support technology and procedures are mature. Current support hours are 8:00 AM to 4:30 PM. This will be changed as needed since more Agencies, more users and more scope is expected. Support includes workflow, Search and RMS support. Historical data is currently being collected to develop Service Level Agreements (SLAs). Tracking and resolution of incidents will be shared with Stakeholders to provide them with the ability to gauge the length of time that the Help Desk needs to resolve specific issues.

### *Change Control Board*

- The CJIS Change Control Board (CCB) consists of the Stakeholders and RMS vendors that have data in production. The Stakeholders and vendors report any changes on their side to the CCB for investigation as to the impact on CISS. Resolution is done concurrently with all parties to prevent any delays.

### *System Center*

- The System Center is an application with several modules. It functions as an electronic control center providing an overview of monitoring on the hardware, the operating system, application and the network. The System Center, which is 50 to 60 percent completed, is designed as a health check tool with color coding technology that will create an alert due to current or impending failures. Yellow or red triggers will automatically activate a Help Desk ticket, which is triaged and sent to the correct department, so that issues are addressed immediately. The System Center dashboards will be shared with Stakeholders for transparency as well as the technology for those Agencies that are interested.

### *CISS User Group*

- There is a plan to develop a CISS User Group made up of representatives of Stakeholders that would meet periodically for feedback on what is working, what is not working and what is needed. The intent is that these findings will be implemented into the planned releases as the project evolves.

### *Governance Committee Update*

- Mr. Tezaris relayed the Project Management team's gratitude to the Governance Committee, the DESPP team and everyone else involved for their efforts in getting approval from the FBI to share COLLECT data to CISS. It took quite a while, but was a critical step since the data is what law enforcement is looking for through CISS. CISS is designed to complement COLLECT, and in this way we will be able to provide a better picture for our decision makers.

### *Financials*

- Mr. Tezaris stated that Commissioner Schriro asked for Operational Costs. CJIS provided details regarding those costs, and is working with Brian Clonan and Rosemary Peshka, DESPP Chief Financial Officer (CFO), to put that information in the format that the Commissioner wants.
- Slide 20 in the presentation indicates that project funding so far equals roughly \$50 million. Total expenses up to December 2016, is approximately \$35 million. The expected cost to finish Phase 1 is approximately \$13 million. The Conduent (Xerox) contract remaining costs are close to \$7 million. A contingency for a high-risk project such as this is \$1.2 million. This total of \$20,909,407 is expected to be spent by December 2017, putting the project at a total of \$55,786,512 in expenses. Given the money that is currently available, the project will be short roughly \$5 million.

There is approval, however, to request \$10 million in bond fund dollars, which would leave approximately \$5 million for Phase 2. This includes contingency for reimbursement to RMS vendors and for Tiger Team costs and support for the Workflow resources.

- Attorney Webster questioned whether RMS vendor and Tiger Team costs would come out of the \$5 million. Mr. Tezaris replied, these costs are not expected to come out of the \$5 million.
- Slide 21 reflects that the total cost originally projected by MTG Consultants for Phase 1 was \$37,810,000. The difference between the original projection by MTG and the expected costs for Phase 1 of CISS is roughly \$18 million. The cost of consultants is approximately \$11 million instead of the cost of State employees that would have been paid out of the Inmate Phone Revenue. An amendment to the Conduent (Xerox) contract at the same time equaled \$4 million. Incremental costs then equal approximately \$15 million.
- Mr. Brian Carlow asked if the \$11.1 million is the difference for consultants, or just the cost. Mr. Tezaris responded that it was just the cost, to which Mr. Carlow added that the real difference then would be smaller. Mr. Clonan interjected that if State Employees had been used it would not have been a Bond Fund cost, so the difference really is \$11 million. Attorney Webster queried whether consultants replaced State Employees. Mr. Tezaris said that funds to hire State employees were not available, so CJIS had to hire consultants. He added that there should be enough funds to finish Phase 2.

#### V. DCJ SharePoint Site/Vote

- Mr. Tezaris recounted that a request came in to CJIS from Division of Criminal Justice (DCJ) to set up an additional SharePoint site similar to the existing Johnson Cold Case site. The existing site is working well and has had no incidents to date.
- The proposal would be to set up an additional site within the SharePoint space already allocated to the DCJ for a cold case from the Norwalk Police Department.
- CJIS has the people needed, the software and the hardware with the infrastructure in place. A briefing document in today's meeting materials package explains in detail the proposal with the cost in hours for the site. There is minimal cost in dollars with no impact to the CISS schedule.
- Mr. Raymond interjected that this topic has been brought before the Governing Board, and a vote is being requested since this is a slight expansion to the original scope. Even though this second request is outside of what CJIS first agreed to do, it is a good use of the infrastructure already in place while the CISS project continues.
- Judge Carroll clarified that the motion for a vote was being proposed by Mr. Raymond as explained by Mr. Tezaris. Chief Cetran seconded the motion. The vote by the Board was unanimous. None opposed.

#### VI. Qualis Health Check

- Mr. Todd Priest began the health check presentation with an explanation that the material presented earlier in the meeting by Mr. Morin and Mr. Tezaris showed that some of the project risks had already been resolved by CJIS Project Management. The issue of the FBI data is moving to closure. The SharePoint upgrade, which was a major concern from all invested parties, is now moving to Phase 2.

- Risks that remain include the fact that Agencies are concerned with the schedule and the workload that will fall to them. The budget cuts are still an unknown. However, Agencies that have worked with the CISS application are pleased and see the potential of the completed project. Although there are concerns (the schedule pertaining to the SharePoint upgrade and realigning the releases), Qualis is still getting positive responses from the Stakeholders which shows their continued commitment to the project. The Agencies are voicing their appreciation of the reordering of the releases to get full functionality.

#### *Scores*

- An important note is that the scores on the slide presentation do not reflect the positive impact that the Project Management team has implemented since the scores were created. The reporting period reflects October 8, 2016 to December 14, 2016. The Organization score from this quarter is low, reflecting that people have been concerned about the budget, resources and the schedule. The score will likely pick up when the schedule is established and the results of the budget cuts are visible.

#### *Concerns*

- Mr. Priest reiterated that one of the project concerns, the SharePoint upgrade, has been resolved for the time being.
- Agencies are concerned about meeting the timelines and other project demands. Tiger Teams will help. Communication is key to have enough lead-time. Worry that key functionality will be cut from scope is a repeated concern from Stakeholders especially if their needed piece is at the end. Prioritization of key functionality is mandatory.
- The Executive Director position is still a concern in that with a project of this magnitude it is essential to have someone in place who knows all the details and can represent the project's needs to the Board.
  - Mr. Mike Lawlor asked for the status of the DESPP process regarding the Executive Director position. Attorney Webster clarified that DESPP legal representatives identified an executive search firm, entered into an agreement with them, and submitted the paperwork for approval to the Department of Administrative Services (DAS) and the Office of Policy and Management (OPM). Mr. Lawlor said that he would like to receive the OPM material to walk it through the process.

#### *Concerns by Stakeholder Group*

- Mr. Priest reported that Agencies are concerned about the schedule delay and restrictions on scope.
- Conduent is concerned about the SharePoint upgrade.
- There is a suggestion from the Agencies to the PMO regarding the communication they had been receiving from the Governance Committee Meetings. A hole was left in the communication when the attendance to the meetings was limited. A replacement is needed so that Stakeholders know what is happening and who is working on what part of the project, etc. They appreciated the cross-Agency communication and felt that the feedback from the meetings was beneficial.
  - Mr. Raymond clarified that no Agencies were removed from the group. Mr. Priest reframed the statement to reflect that participants at those meetings don't appear any longer, and Stakeholders would like to have a forum for cross-Agency meeting.

### Key Risks

- Mr. Priest continued by highlighting the absence of an Executive Director, which has been and will continue to be carried on the risk log until the position is filled. He acknowledged that there is movement towards resolving the lack of an Operational Support plan. Agencies are hopeful that budget cuts will not be severe enough to impact the project. The SharePoint upgrade risk has been mitigated by its movement to the end of Phase 1, and the FBI data issue has resolution.
- The fact that Agencies are losing people to retirement could be an additional risk.

### Going Forward

- Surveys will be sent out to Agencies in early March 2017. Interviews will take place March 13<sup>th</sup>, with a report to the Governing Board in April.

## VII. Other Business

- Mr. Morin followed up with reporting that the Tiger Team is now in place at Judicial and DESPP.
- In regard to scope, there was no intention by Project Management to cut scope, but every intention is to deliver 100 percent of the project as planned by minimally extending the schedule by a few months.
- Judge Carroll said that the rationale in the adjustment to the Governance Committee meetings was that the high-level technological discussions were interfering with the administrative discussions that Agency heads were hoping to have. He suggested that perhaps there should be the opportunity to provide the continuation of the previous type of discussion. There was no intention in restructuring of the Governance Committee meetings to limit the ability of Agency folks to have discussions, which are critical to the project. Judge Carroll added that updates from his team prior to meetings keeps him abreast of issues and concerns in his Agency pertaining to the project.
  - Mark Morin said that a pre-Governance Committee meeting is held by the CJIS Project Management team, and it is open to any Stakeholders who have an interest in the project status. The slide deck being prepared for the CISS status meeting will have additional slides to share what Agencies are working on now.
- Mr. Morin closed the presentation with reviewing the next meeting date, which is planned for April 27, 2017.

## VIII. Adjournment

- Judge Carroll asked if there was any further business and opened the floor to Mr. David Wright and Mr. Phil Conen from Conduent. Mr. Wright voiced his appreciation for the growing communication between the teams. Mr. Conen remarked that there appears to be very good collaboration between all the parties involved.
- Mr. Raymond commented that the job of building the CISS application is very difficult and that schedule adjustment is normal. He voiced his appreciation for the continued engagement by the Governing Board Members, and that this commitment will make it a success. CJIS shares the difficulties and successes of the project by design so that the Board is aware. The result is that there are great things taking place.
- Judge Carroll adjourned the meeting at 3:17 PM.