CJIS Governing Board Committee:

The following are the CJIS Governing Board Committee members in attendance on October 20, 2011:

Board Members	
Carroll, III, Patrick L. Co-Chair, Deputy Chief Court Administrator, Judicial	Lawlor, Michael P., Co-Chair, Undersecretary Office of Policy and Management
Labonte, Gene Designee Department of Emergency Services and Public Protection	Mulhall, Richard, Chief Connecticut Police Chiefs Association
Carlow, Brian Office of Public Defender Services	Pollard, Michael E. Joint Standing Committee on Judiciary
Currey, Melody Department of Motor Vehicles	Tindill, Erika Board of Pardons and Parole
DeFronzo, Donald Department of Administrative Services	Tong, William Joint Standing Committee on Judiciary
Kane, Kevin, Chief State's Attorney Division of Criminal Justice	Arnone, Leo, Commissioner Department of Correction

Other Attendees: Cain, Greg; Collins, Nancy; Cohen, Phil; D'Amico, Lori; DeFeo, John; Gage, Dennis; Godbout, Evelyn; Graham, Norman; Grimes, Clyde; Hayes, Darryl; Hilliard, Joan; Hoadley, Chuck; Kaelin, Bob; Katz, Jeremy; Kuzyk, Ivan; Lans, Karl; McCauley, Nance; Medeiros, Shirley; Morrisson, John; Porcini, Denise; Rosa, Jason; Russotto, John; Sutkowski, Thomas; Tezaris, Mark; Wallick, Steve; Wollman, Gary

I. Welcome

Mr. Mike Lawlor brought the meeting to order at 1:40p.

Mr. Mike Lawlor welcomed everyone and did a special welcome to Commissioner Donald DeFronzo, Representative Mr. William Tong and the newly selected and qualified vendors from ACS, Ms. Nancy Collins, Mr. Jeremy Katz and Mr. Phil Conen.

II. Minutes

Mr. Lawlor requested a motion and second to approve the last meeting's minutes. This motion made and seconded and approved unanimously.

Mr. Lawlor commented on the Division of Criminal Justice's difficult challenges with economic difficulties; staffing issues; and systems. However, the CISS project is a high priority to the Governor and it will not be one of the projects that gets cut backs.

Mr. Lawlor thanked Mr. Sean Thakkar for getting the CISS contract approved and started.

III. Introductory Presentation

Mr. Thakkar presented the following topics:

- Future Sate of our CJIS Community

- Common Operations Dashboard

- Mobile prisoner visitation bus used in Florida

- Accurit® Mobile (Lexus Nexus)

- Mobile Finger Print Identification device used in Los Angeles

- Governor's Vision for Technology and stressed how closely the CJIS Business Objectives/Goals aligned with the Governor's vision

IV. Perpetual Data Quality Engine (PDQE)

Mr. Thakkar presented the introduction to Perpetual Data Quality Engine slides and talked about the following:

- Discussed need for stakeholder confidence in accuracy of OBTS data. OBTS will be integrated into the community via CISS. To provide stakeholder confidence, the CJIS Group is attempting to build a Perpetual Data Quality Engine (PDQE) to validate OBTS data before it is stored in the database. The PDQE will:

- Creating an environment that is not a throw away environment. Doing more for less. Leveraging the dollar

- It is CJIS community's desire that the PDQE be generic so that it can easily be adopted to other applications

- CISS application will be a portal to which we will plug other mini-applications to extend it

- Mr. Thakkar thanked the Board again for their support

- A lot of people did a lot of work and a special thanks to Mr. Buck Grimes and Mr. Steve Wallick for all their efforts

- Bottom line, the PDQE infrastructure is being built and if the agencies are interested CJIS will work with them

Mr. Steve Wallick presented the following:

- Step 2 of the PDQE Flowchart, Message Request Management

- Live demo of OBTS Exception Reports and messages

- Mr. Wallick talked about Development of System Administrator Dashboards for OBTS operations information

Judge Carroll commented that we should bear in mind, that 80% of the data comes from CRMVS, which is a 40 year old system.

Mr. Grimes presented the following:

- Step 1 of the PDQE Flowchart, Transformation Engine

- PDQE Flowchart – Online Exception Management System

- Demo – Online Exception Management System. Mr. Sean Thakkar commented about the dashboard for OBTS, "This is live data. "

Mr. Clyde Grimes commented about next year going to Active Directory for the whole CJIS community and let helpdesk reset password.

V. Collaboration with the CJIS Community

Mr. Clyde Grimes presented the "Collaboration within the CJIS Community." Information.

Mr. Ivan Kuzyk presented the 'Criminal Justice Data Use at OPM', 'Flow Model: Criminal Justice System Monthly Indicators Reports' and 'Better System Knowledge' slides, and discussed the following:

- Volumes of people passing through system

- Data not that accurate

- Last few months working with public defenders, CCSD, bail commissioners

- Gaps due to changes in statues

- Get good data and then model that after meeting with the end users

Judge Carroll asked "if the data was drawn from OBTS." Mr. Ivan Kuzyk answered that only the first line in the slide represented what was taken from OBTS. The rest of the lines where from Public Defender's office and CSSD. The OBTS data closely correlates to the source data.

Judge Carroll asked Mr. Kuzyk what was his vision? Mr. Kuzyk answered that he is concerned with removing the people (source) that he is currently getting data from and just using the reports.

VI. Jazz Initiative

Mr. Thakkar introduced the Jazz Initiative. Bottom line, if you like it, it's available to you with only the cost of a license.

Mr. Gary Wollman presented the Jazz Initiative slides.

Mr. Michael Pollard asked how change management is handled. Mr. Wollman explained how change management works in Jazz.

Mr. Wollman talked about the following:

- Floating licenses where purchased – use the tool whenever they need it.

- Training Classes – unlimited seats for the Introduction class and only 10 seats available for each of the other classes

Mr. John Russotto asked who should go to the Jazz training. Mr. Wollman responded that BA's and SME's should attend Requirements Composer and the Quality Manager classes. Planners, Project Managers, Business Managers and Program Managers should attend the Team Concert session.

Mr. Russotto asked if notices will be sent to Designees and Members. Mr. Wollman answered, that an email notification of the classes was sent to both Designees and Board Members.

Mr. Mark Tezaris commented if there is a lot of interest, then he will talk to IBM about getting more seats for the training classes.

Mr. Tezaris commented that the Training schedule with be posted to the CJIS website.

VII. Project Status Updates

a. CISS

Mr. Thakkar talked about two kick-off meetings for CISS. First meeting will be for the business users and the second for the technical people

Mr. Robert Kaelin presented the following slides:

- CISS 2011 Accomplishments

- CISS Next Steps

Mr. Russotto asked about a formal sign off? Mr. Bob Kaelin answered, PMO still being defined, taking artifacts and using them

Mr. Kaelin talked about one key risk in the change from DOIT to DAS that Mr. Thakkar lost the Administrative position.

Judge Carroll asked what the impact is. Mr. Thakkar answered that BEST offered temporary help for three weeks.

Judge Carroll noted there have been several forums which Under Secretary Lawlor talked about an 18-month timetable for completion of the CISS system. Judge Carroll commented that his expectation is that the Governor has the same targeted deadline. Judge Carroll also indicated that the people in the field who are charged with meeting that deadline are obviously operating under stressful conditions due to the staff reductions.

Mr. Kaelin talked about getting into Jazz to look at requirements in the first three weeks for intense review. A lot of work at business level. Review tools and software in December.

Judge Carroll commented that there must be no impact in the way work is currently being done today.

Mr. Kane commented that there is a very urgent need to be able to have each agency, and some agencies will need assistance in dong this; analyze what they (individual agencies) will need in order to make CISS work. Mr. Kane also noted that we have focused on the central depositary and have made great strides on the central depositary but we need to realize that the agencies will be impacted very seriously. He continued that it may be a short-term budget increase which will run into long-range savings, but the initial impact on the agencies, if not provided for properly, will affect CISS.

Mr. Kaelin said requirements sessions will help to do this.

Mr. Thakkar introduced intern Norman Graham.

b. **Offender Based Tracking System (OBTS) Status**

Mr. Charles Hoadley presented the following:

- OBTS – Accomplishments

- Where we are now:

- Where we are going:

c. **Connecticut Information Tracking System (CIDRIS) Status**

Mr. Mark Tezaris presented the following:

- Where we are now

- Where we are going

VIII. Committee Status Updates

a. Privacy Committee and FOIA Legislative Change

Mr. Brian Austin was unable to attend meeting so Mr. Thakkar spoke on behalf of Mr. Austin. Mr. Thakkar said everything is progressing well and we will have updates at our next meeting

b. Technology Committee Meeting

Ms. Evelyn Godbout talked about the following:

- Mr. Mark Raymond State CIO - Discussed security and authentication strategies, agreed to meet and address issues using Active Directory

- There are issues between Judicial and BEST with Active Directory and there are duplicate efforts. In order to move forward, this needs to be addressed. Same issues being discussed with other projects that are not part of CISS

Mr. Lawlor closed the meeting with a brief discussion on next meeting dates and thanked Judge Carroll.

Meeting adjourned at 3:50p.