



Criminal Justice Information System

Governing Board Meeting

April 17, 2014



Agenda

- CISS Project Update
- Governance Committee Issues and Actions Log
- Independent Verification & Validation Update

CISS Project Update and Discussion Points

- **AG Recommendations & Navigation Strategy Vote**
- Management Control Agreement (MCA)
- CJIS Security Policy
- Durational Project Manager Position
- CISS Project Release Plan
- Budget

AG Report Update

AG Recommendations	Assigned To	Status
<p><u>AG Recommendation #3:</u> Direct the Executive Director to report the status and timeline for completion of the contract discussions with Xerox, including the status of any revised work plan, the timeline of deliverables and the status of payment issues. Representatives from Xerox should participate in such a presentation.</p>	Karen Buffkin, Sean Thakkar	TBD
<p><u>AG Recommendation #6:</u> Address and resolve all payment issues with Xerox.</p>	Karen Buffkin	In progress
<p><u>AG Recommendation #8:</u> Assess the current status of the durational program manager and, if necessary, engage in a search for a permanent CISS program manager with a strong IT background and the ability to effectively communicate and collaborate with the stakeholders, consultants, and contractors. Such an individual should possess a practical understanding of the criminal justice process, including how a matter develops in the criminal justice system and how documents are developed and used by the various criminal justice agencies.</p>	Co-Chairs, Sean Thakkar	In progress

AG Report Update

AG Recommendations	Assigned To	Status
<p><u>AG Recommendation #1:</u> Assess whether, due to complexity and time demands of the project, Board members should appoint designees with the available time and experience necessary to ensure the Board is fulfilling its statutory responsibilities. (See Connecticut General Statutes 54-142q(f)(2)(requiring establishment of an Executive Committee staff with criminal justice agency and/or non-criminal justice agency personnel with the requisite technical and operational experience).</p>	Governance Committee	Completed
<p><u>AG Recommendation #2:</u> Direct the CJIS Executive Director to communicate all significant issues, both positive and negative, to the Board in a comprehensive, easily understood and timely manner, including by providing the Board with complete copies of all past and future Quarterly Risk Assessment Detail reports issued by MTG.</p>	Sean Thakkar	Completed

AG Report Update

AG Recommendations	Assigned To	Status
<p><u>AG Recommendation #4:</u> Direct the Executive Director to provide a detailed briefing on the current budget and timeline of the project, to include an explanation for any differences between the current work plan, budget and projected timeline with the original work plan, budget and project timeline.</p>	Sean Thakkar	Completed
<p><u>AG Recommendation #5:</u> Review information developed through the contract status report and/or budget and timeline briefing in order to determine whether corrections or clarifications should be made to the July 2013 Report to the Legislature and, if so, provide any necessary corrections.</p>	Co-Chairs, Sean Thakkar	Completed
<p><u>AG Recommendation #7:</u> Consider implementing frequent quality assurance reviews.</p>	Sean Thakkar	Completed
<p><u>AG Recommendation #9:</u> Evaluate whether changes, including the addition of personnel, are necessary in the CJIS Leadership and CSG.</p>	Co-Chairs, Sean Thakkar	Completed

AG Recommendations-Vote

Motion to accept the mitigation plan on the recommendations made by the Office of the Attorney General and approved by the Governance Committee.

CISS Project Update and Discussion Points

- AG Recommendations & Navigation Strategy Vote
- **Management Control Agreement (MCA)**
- **CJIS Security Policy**
- **Durational Project Manager Position**
- **CISS Project Release Plan**
- **Budget**

CISS Budget

3/31/2014

Expenditures	January	February	March	Planned for Quarter	Total Project Expenditures through 3/31/14	Total Planned Project Expenditures through 3/31/14
Staff *	\$112,257	\$207,209	\$127,922	\$946,469	\$5,435,256	\$6,759,375
IT Hardware	\$23,744	-		\$72,500	\$734,218	\$2,300,000
IT Software	-	-		\$214,750	\$5,100,158	\$12,970,250
Development	\$59,257	\$28,963	\$1,807	\$101,625	\$1,812,446	\$3,660,875
IT Hardware/Software Maintenance	\$97,170	\$102,932		\$230,500	\$2,059,721	\$5,884,500
Project Totals	\$292,428	\$339,104	\$129,729	1,565,844	\$15,141,799	\$31,575,000**

* OPM State Employees and Consultant Services (excluding ACS/Xerox)

Operational funding not yet received:

FY 2012 \$2.15M, FY 2013 \$3.15M, FY 2014 \$3.75M, FY 2015 \$3.85M

**This is based on original budget developed by MTG Management Consultants



Governance Committee Update

Issues Log

Description	Assigned to	Due Date
Amended Attachment 3	Karen Buffkin David Wright	TBD
Finalize Security Policy	Darryl Hayes	11/30/2013
Draft MCA	John Russotto	11/15/2013
Use of State ID Number	Sean Thakkar	TBD

Governance Committee Update

Issues Log (continued)

Description	Assigned to	Due Date
State needs to hire a durational project manager	Sean Thakkar	TBD
Fill nineteen state positions	Sean Thakkar	TBD
Xerox to validate requirements gathering templates (technical, business)	Sean Thakkar	4/1/2014

Governance Committee Update

Issues Log (continued)

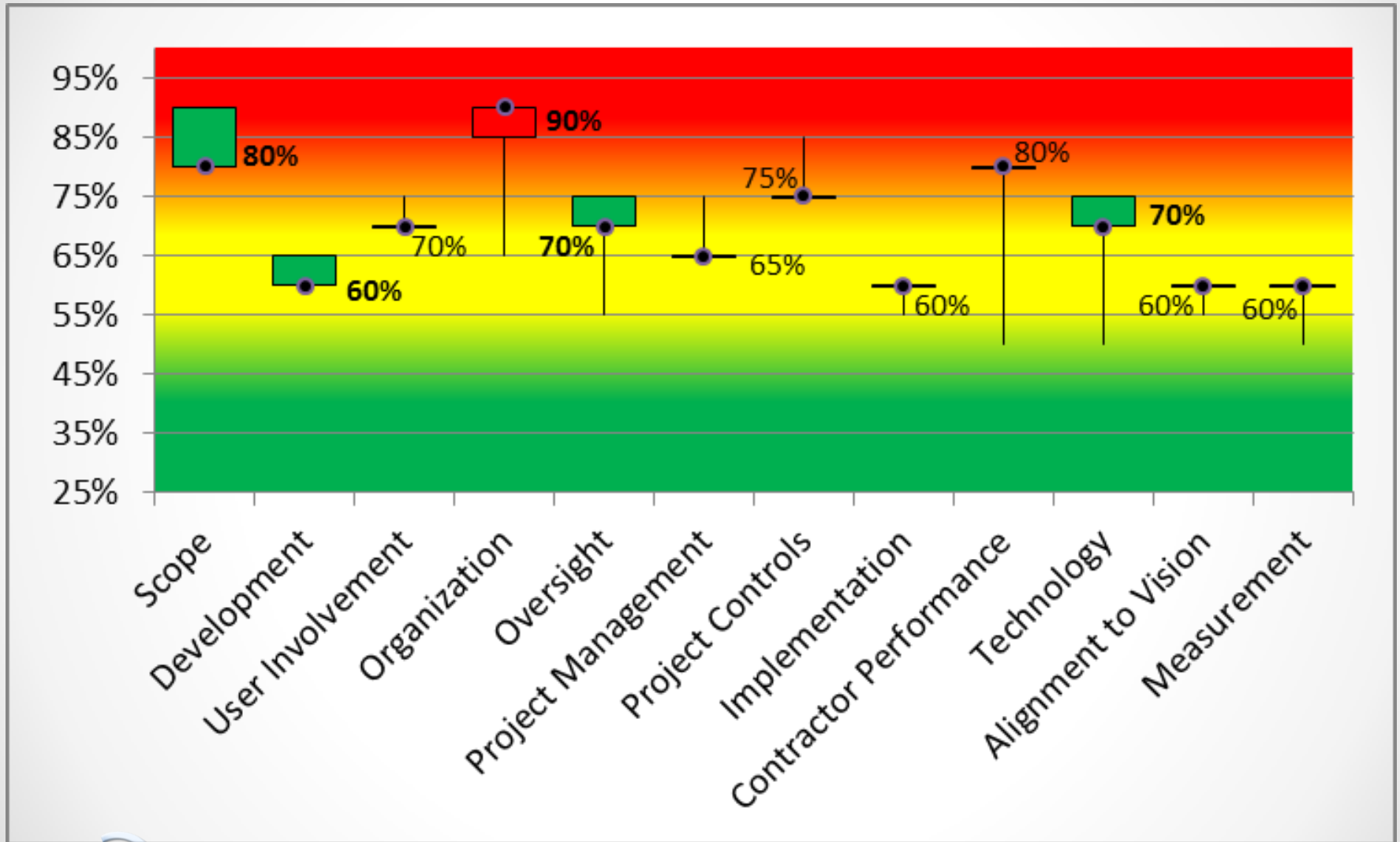
Description	Assigned to	Due Date
Vet finalized vendor project schedule with stakeholders	Sean Thakkar	Complete
Upon finalization of contract amendment, get cooperation and collaboration from stakeholders for planned meetings and activities	Sean Thakkar	5/1/2014

Governance Committee Update

Action Items

Description	Assigned to	Due Date
FBI Response Letter – Draft MCA	John Russotto	2/7/2014
Develop questions to FBI	John Russotto	2/21/2014
Meet with Scott Trent	Dr. Schriro	2/21/2014
Send topology map to Governance Committee	Sean Thakkar	Complete

Independent Verification and Validation



Independent Verification and Validation

Key Note

- Incremental progress continues; however, significant progress is still dependent on completing the Contract Amendment with Xerox.

Key Issue 1

- The CISS solution must use the SID as a key identifier.

Recommendation

- CISS needs to use a biometrically-based identifier as the key link for information in CISS. While there are data elements such as citations that will not be biometrically based, the more critical information within CISS, specifically arrest information, was designed to be based on the SID.

Independent Verification and Validation

Key Issue 2

- The Xerox Contract Amendment is not complete.

Recommendation

- Complete the Contract Amendment ensuring that the milestone and payment plans match CISS goals and objectives.

Key Issue 3

- The CISS durational project manager position is not filled.

Recommendation

- Hire a long-term durational project manager. In the short term, the CJIS group has divided the responsibilities while the search and hiring process is under way.

Independent Verification and Validation

Key Issue 4

- Stakeholders need to engage more with the CISS team.

Recommendation

- Agencies need to understand the requirements, how they will exchange information with their system(s), and how they will perform tasks in CISS.

Questions