



State of Connecticut

Criminal Justice Information System (CJIS-CT) Governing Board

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Meeting Minutes

CJIS-CT Governing Board Meeting

Date: July 24, 2025

Time: 1:30 PM – 3:00 PM

Location: Kevin T. Kane Training Center, 300 Corporate Place, Rocky Hill, CT

Attendees

Governing Board Members/Designees

1. **Judge Patrick Carroll** – Co-Chair, Former Chief Court Administrator, Judicial Branch
2. **Daniel Karpowitz** – Co-Chair, OPM Undersecretary for Criminal Justice Policy and Planning Unit
3. **Mark Raymond** – Chief Information Officer, Department of Administrative Services / Bureau of Information Technology Solutions (DAS/BITS) – Joined Online
4. **John Russotto, Esq.** – Deputy Chief State's Attorney, Office of the Chief State's Attorney, Division of Criminal Justice (DCJ)
5. **Angel Quiros** – Commissioner, Department of Correction (DOC) - Joined Online
6. **Rep. Renee LaMark Muir** – 36th District, Designee for Rep. Steven Stafstrom
7. **Ken Barone** – IMRP, Designee for Sen. Gary Winfield
8. **Ronnell Higgins** – Commissioner, Department of Emergency Services and Public Protection
9. **Matthew Galante** – CVSD Chief, Department of Motor Vehicles (DMV)

In-Person Attendees

10. **Jim McGennis** – Executive Director, CJIS-CT
11. **Mark Tezaris** – Program Manager, CJIS-CT
12. **Chief Vince DeMaio** – Clinton PD
13. **Officer/Detective Andrew Jacobson** – Wethersfield PD
14. **LT James Buyak** – Wethersfield PD
15. **Sridhar Brahma** – GRC Analyst, CJIS-CT
16. **Matthew Lafayette** – Principal Budget Specialist, OPM
17. **Cynthia Powell** – DESPP
18. **Dane Silcox** – DESPP CJIS-CT Help Desk Manager
19. **Pradeep Ankaraju** – IT Manager, DESPP
20. **Sarah Karwan** – Counsel to the Commissioner, DESPP
21. **Karen Sandler** – Operations Manager, Judicial Branch
22. **Diana Varese** – IT, Judicial Branch
23. **Chris Lovell** – Senior Project Manager, CJIS-CT
24. **Sean Bucher** – Senior Project Manager, CJIS-CT
25. **Sridhar Brahma** – Security Governance Analyst, CJIS-CT
26. **Tamika Potts** – Tech. Writer/Communications Specialist, CJIS-CT
27. **Derek Poundstone** – Training Coordinator, CJIS-CT

- 28. **Evan Martucci** – Business Analyst, CJIS-CT
- 29. **Lisa D'Angelo** – Executive Assistant, Office of the Chief State's Attorney

Online Attendees

- 30. **Tammi Harris** – CJIS-CT
- 31. **Archana Mulay** – CJIS-CT
- 32. **Versie Jones** – DESPP
- 33. **Sazara Johnson** – CJIS-CT
- 34. **Kimberly Graham** – DMV
- 35. **Frank DiMatteo** – Office of Chief Public Defender
- 36. **Erika Olsen** – OPM
- 37. **Chief L. J. Fusaro** – CPCA
- 38. **Christopher Duryea** – Judicial Branch
- 39. **Anthony Leone** – Judicial Branch
- 40. **Joanne Ramm** – DESPP
- 41. **Nicole Lake** – DESPP

1. Welcome and Call to Order

- **Presenter:** Judge Patrick Carroll and Undersecretary Daniel Karpowitz
 - Judge Carroll called the meeting to order at 1:38 PM, welcomed attendees, and thanked Chief State's Attorney Patrick Griffin for allowing the meeting to be held in the Kevin T. Kane Training Center.
 - The sign-in sheet was distributed, and attendees introduced themselves.
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2. Approval of Minutes

- **Presenter:** Judge Patrick Carroll
 - The minutes of the April 24, 2025, meeting was reviewed and was unanimously approved.
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3. CJIS-CT Business

a. Update on Previous Governing Board Action Items from the 4/24/2025 GB Meeting

- **Presenter:** James McGennis
- **CJIS-CT Security Policy**
The CJIS-CT Security Policy has been finalized and approved by the Judicial Branch. McGennis expressed his appreciation to Diane Varese and legal counsel for their contributions to the policy's completion.
- **DEEP EnCon Memorandum of Understanding (MOU)**
The MOU with DEEP EnCon has been successfully completed. Derek Poundstone played a leading role in conducting training and onboarding as part of this initiative.

- **Digital Evidence Study**

The executive summary of the Digital Evidence Study is currently under review. Feedback is being collected to help finalize the document. The final version will be ready in time for presentation at the October board meeting.

b. Guest Speaker: Topic- CISS Use Case

- **Presenter:** Officer/Detective Andrew Jacobson – Wethersfield PD
- Detective Jacobson recounted his successful use of CISS in a 2004 Wethersfield cold case:
 - The case ultimately linked via fingerprint to a 2007 Florida incident.
 - He shared that CISS enabled efficient search, photo matching, and cross-jurisdictional insights that could not be obtained from COLLECT.
 - He noted that he located the suspect by combining search filters and DMV records and highlighted the tool's user-friendly interface.
 - He advocated for enhanced CISS Search features such as:
 - A mobile version of CISS, to which Mark Tezaris noted is underway for CISS 2.0
 - Enhanced phone number and probation contact search,
 - Broader data aggregation (as seen in Florida's system).
 - Versie Jones noted that the National Data Exchange (N-DEx) could support such queries nationally.
 - Jacobson replied that N-DEx was useful but had limited CT data, especially for phone records or probationers.

c. Distribution for Board Awareness: CJIS-CT Input to BITS IT Strategic Plan

- **Presenter:** James McGennis
- McGennis reviewed CJIS-CT's contribution to the state's IT strategy. Key goals:
 - Enhance cybersecurity and risk management,
 - Modernize legacy infrastructure,
 - Expand Clean Slate and workflow tools,
 - Incorporate AI (e.g., chatbot in CISS),
 - Maintain stable funding through both General Fund and IT Capital Program.
- Mark Raymond provided context on the state's annual IT strategic planning process, highlighting it as a unique and valuable tool for transparency and coordination across agencies. Raymond thanked CJIS-CT for its contributions and encouraged continued engagement, noting the plan is a helpful but often underused resource.

d. Board Education: RMS Vendor 101

- **Presenter:** Sean Bucher
- Bucher provided a comprehensive overview of Record Management Systems (RMS):
- Explained the role of RMS in arrest processing and integration with CAD.
- Noted that Connecticut has fewer than 10 RMS vendors, but the fragmented landscape increases integration challenges.
- Explained that CISS enables electronic arrest processing, replacing paper and improving coordination across agencies.

- Chief DeMaio stressed the need for CAD/RMS systems that are efficient, compatible, and support accurate data flow from dispatch to court. He highlighted that widely used systems help reduce paperwork and improve officer safety.
 - Commissioner Higgins called for treating the primary RMS vendor as a strategic partner and asked about their long-term plan, suggesting the state consider incentives and continuity planning.
 - Bucher confirmed regular engagement with the vendor but flagged risks around succession, noting the company is locally owned and not nationally scaled.
 - Mark Raymond and Bucher highlighted Vermont and Rhode Island's shared RMS models as examples of more unified, cost-effective approaches.
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4. CJIS-CT Projects – Status Updates

a. Security Review Update

Presenter: Sridhar Brahma

- Brahma noted that CJIS-CT Security Policy 2.0 was officially approved by both the Governing Board and Judicial, and now guides all projects and compliance efforts.
- Highlighted DESPP key audits, including site surveys, CISS Search security and staff background checks, were completed; others are in progress.
- Emphasized all efforts aim to ensure FBI compliance and maintain a strong security posture.
 - McGennis noted that, following security control evaluations, the State CISO recommended a third-party tech assessment.
 - CJIS-CT is finalizing a contract with the vendor Trustwave to conduct the review.

b. CISS Workflow and Collaboration

- **Presenter:** Chris Lovell
- Chris Lovell reported 32 PDs are submitting electronic arrest paperwork, with 8 fully certified and 9 pending certification.
- Daily defect tracking and targeted training have improved accuracy of electronic submissions, with over half of PDs hitting 95% acceptance for at least one week.
- CJIS-CT is advancing NexGen server upgrades, Groton Data Center migration, and aims to have at least one PD live in each JD to onboard state police.
 - Ken Barone asked about non-participating PDs; Lovell noted ongoing resistance but expects cost and efficiency benefits to encourage adoption.
 - Commissioner Higgins and Mark Raymond suggested involving municipal IT, and Lovell agreed that early coordination with chiefs, IT, and training staff is key.

c. CISS Search Training and Connectivity

- **Presenter:** Derek Poundstone
- Poundstone reported that CJIS-CT trained approximately 1,000 new users over the past year, including recent police academy classes. DEEP onboarding is nearly complete, with final account setups in progress. He also highlighted ongoing CSSD training and CJIS-

CT's involvement in a national task force on facial recognition to support innovation in law enforcement technology.

d. **Digital Evidence Study**

- **Presenter:** Sean Bucher
- Bucher reported that the digital evidence study is in the stakeholder review phase. An executive summary was sent out for feedback and will be revised and redistributed, with the aim of finalizing it ahead of the next governing board meeting.

e. **CISS Risks and Issues – Source System Status Report**

Presenter: Mark Tezaris

- Tezaris provided an update on source system integration in CISS Search, emphasizing collaboration with data-owning agencies and the need to balance system changes with cost and shared goals. Technical and business teams are evaluating needed changes, with plans to present joint recommendations to leadership and move forward based on consensus. Two watch items were identified: Wanted and DMV Photos as CJSI-CT is expecting a change-request from DESPP. One Barrier identified: Weapons Source System has been removed as requested by DESPP.
- Ken Barone recommended that changes to source systems shared by CISS be a regular topic at Governance Committee Meetings.

f. **Research and Analytics**

- **Presenter:** Mark Tezaris
- Noted that development was underway on a centralized, de-identified research database powered by Microsoft Power BI. Future integration of artificial intelligence tools was also being considered. A proof of concept is in development for stakeholder review.
 - Renee LaMark-Muir noted that integration of systems such as DCF and justice data has been a long-standing objective.
 - Mark Raymond explained that historical data fragmentation required foundational work, and CISS has enabled improved data standardization and quality.
 - Commissioner Higgins emphasized the importance of understanding historical challenges to inform future data integration and policy planning, citing the Clean Slate Project.

5. **Closing Remarks and Adjournment (Judge Patrick Carroll & Undersecretary Daniel Karpowitz)**

- **Presenters:** Judge Patrick Carroll and Undersecretary Daniel Karpowitz
- Judge Carroll thanked all attendees for their participation. There was no additional business to address.

Meeting adjourned at 3:07 PM.

Next Meeting: Thursday, October 23rd, at 1:30 PM at the Kevin T. Kane Training Center (300 Corporate Pl. Rocky Hill, CT)

6. **Action Items**

Action Items & Follow-Ups

#	Task	Responsible Person(s)	Deadline
1.	Strategic Plan from NexGen – What is their strategy as an organization? Consider other RMS Vendors as well.	Sridhar Brahma and Mark Tezaris to work with NexGen	Q4 2025
2.	Finalize Revised Digital Evidence Executive Summary Document	Digital Evidence Study Team	October 17, 2025
3.	CJIS-CT to Create a database of Municipal IT Contacts to Supplement the existing database of Municipal PD Contacts.	Sridhar Brahma/Derek Poundstone	Q4 2025
4.	Outreach to Old Saybrook PD to Re-engage for Workflow Deployment	Chris Lovell	October 23, 2025

Minutes prepared by: Tamika Potts, Technical Writer/Communications Specialist (Tamika.Potts@ct.gov)