



State of Connecticut

Criminal Justice Information System (CJIS-CT) Governing Board

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Meeting Minutes

CJIS-CT Monthly Governance Committee Meeting

Date: July 11, 2025

Time: 10:00 AM – 11:00 AM

Location: Virtual via MS Teams

1. Attendance

Board Members & Key Attendees

1. Judge Patrick Carroll – Former Chief Court Administrator, Co-Chair
2. John Russotto, Esq. – Deputy Chief State's Attorney
3. Chief Donald Melanson – Director, CPCA
4. James McGennis – Executive Director, CJIS-CT
5. Mark Tezaris – CJIS-CT Program Manager
6. Derek Poundstone – CJIS-CT Training and Curriculum Manager
7. Christopher Lovell – CJIS-CT Workflow Project Manager
8. Sean Bucher – CJIS-CT Project Manager
9. Sazara Johnson – CJIS-CT Project Manager
10. Sridhar Brahma, CJIS-CT Security Governance, Risk and Compliance (GRC) Analyst
11. Tamika Potts – CJIS-CT Technical Writer/Communications Specialist
12. Captain Josh Pattberg, CSO – CSP
13. Dane Silcox – CSP Manager, Identification and Records
14. Cynthia Powell – DESPP Records
15. Pradeep Ankaraju-DESPP IT Management
16. Lisa Dangelo, Esq. - Deputy Chief State's Attorney, DCJ
17. Frank DiMatteo – Information System Business Manager, DPDS

2. Welcome/Call to Order

Co-chair Judge Patrick Carroll welcomed attendees and called the meeting to order at 10:01am. Co-chair Daniel Karpowitz was unable to attend the meeting.

James McGennis concurred and reiterated the committee's purpose is to serve as a focused working group of key stakeholders, with an agenda centered on pressing matters that directly impact the risks and overall success of the project.

McGennis also introduced Deputy Chief State's Attorney Lisa D'Angelo, welcoming her participation in the session.

3. Approval of Minutes

Judge Carroll invited a motion to approve the minutes of the June 13th meeting. John Russotto made the motion, noting that although he had not attended the prior meeting, he

would abstain from voting. Judge Carroll seconded the motion, and with no objections, the minutes were unanimously approved.

4. Updates to Previous Actions

A cumulative list of 2025 Governance Committee Action Items reviewed with the following updates:

- Statewide Axon contract opportunity was still being evaluated.
- Onboarding RMS vendors in Hartford and New Haven remained in early stages.
- CJIS-CT Security Policy is still ongoing pending judicial review.
- Legal support for CJIS-CT, including possibly using a retired attorney, was under review.

5. Staffing Update

- McGennis announced onboarding a new Associate Project Manager Consultant focused on RMS vendor integration. There were no objections raised by the Governance Committee.

6. CISS Electronic Workflow Update and Success

- Christopher Lovell reported that 9 police departments had been certified, meeting the required 95% accuracy threshold for arrest packages.
- Another 8 PDs were close to certification but lacked sufficient volume of arrest packages to confirm consistency.
- Judge Carroll asked who conducted the 95% accuracy reviews, and Lovell explained it was a daily effort by a joint agency cross-branch review team led by Chris Lovell.
- John Russotto raised concerns about managing hybrid workflows in Judicial Districts like New Haven. Lovell acknowledged that the hybrid workflow complicates implementation. CJIS-CT is motivated to work with all stakeholders to transition from manual to hybrid to full electronic workflows in the most expedient and compliant manner.
- Derek Poundstone highlighted Waterbury PD's success as a benchmark for managing larger police departments.

7. CISS Search Training and Usage Update

- Derek Poundstone reported that close to 7,000 personnel had been trained, with ongoing onboarding efforts for agencies including DEEP, Public Defenders, and various transit and dispatch agencies.

8. CISS Analytics

- Mark Tezaris introduced the CISS analytics initiative:
- A de-identified data repository development using Microsoft Power BI.
- The system will support advanced metrics analysis to guide future policy changes.
- Tezaris noted the effort is currently unfunded and being developed part-time with limited staff.

- Russotto recommended coordination with DCJ's analytics specialist to prevent duplication and improve effectiveness.
- Pradeep Ankaraju suggested that data architecture be capable of supporting predictive and diagnostic analytics. Tezaris confirmed that the database would be supportive, however it is the responsibility of the external analysts to perform the predictive and diagnostic analytics.

9. Security Audit Updates

- Sridhar Brahma summarized completed and ongoing audits.
- An issue involves recent reinterpretations of information sharing that may change how CISS accesses DMV photos. The issue is that DESPP does not want CISS to access DMV photos through COLLECT despite this being made accessible by previous agency staff. Changing this interface will require software development effort between CISS and DMV.
- Mark Tezaris mentioned that removing DMV data could impact functionality of the CISS platform and lead to unplanned development effort.
- Judge Carroll opposed disabling access and emphasized that it contradicts the original legislative intent. Hence no changes were authorized in the meeting.
- John Russotto suggested legal review and revisiting the bill that did not pass in this session.
- Chief Melanson questioned whether all governing board entities were unified in their support for broad data sharing.
- It was agreed that further discussions at the Governance Committee and the Governing Board were required around this topic.

10. Risks and Issues

Mark Tezaris reviewed the active risk register:

- Tezaris explained that both the CISS and Clean Slate projects faced immediate funding gaps due to pressing needs for FY26 funding.
 - \$1.77M is needed to continue workflow deployment.
 - \$932K is needed to sustain Clean Slate operations.
- Russotto advised seeking bridge funding through OPM or general funds and emphasized proactive lobbying with executive contacts.
- McGennis shared that delays stemmed from inconsistent coordination between IT Capital Committee approvals and Bond Commission scheduling. The next Bond Commission Planning was scheduled for early August.

11. Closing Remarks (Honorable Judge Patrick Carroll)

Judge Carroll provided closing remarks, extending well wishes to all attendees, wishing everyone a pleasant weekend. There being no additional remarks, the meeting was adjourned at 11:01am.

Action Items & Next Steps

Task	Owner	Status
Research and Analytics: Reach out in the future to Kyle Beaudoin for DCJ to discuss analytics and areas of common interests.	Mark Tezaris	Future Item.
DMV Photos: Escalate DMV Photo data sharing issue with CJIS-CT Co-Chairs and Governing Board at the next Governing Board meeting.	James McGennis	Topic has been added to the agenda as an issue.
CISS Workflow Deployment Bond Funds: Follow up with OPM fiscal on funding options pending the next Bond Commission meeting.	James McGennis	Discussed with OPM fiscal – next Bond Commission meeting slated for early August.

Adjourned at: 11:01AM

Next Meeting: August 8, 2025

*For inquiries concerning the minutes, please reach out to the CJIS-CT Governing Board,
cjis_governing_board@ct.gov*