



State of Connecticut

Criminal Justice Information System (CJIS-CT) Governing Board

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Meeting Minutes

CJIS-CT Governance Committee Meeting

Date: September 12, 2025

Time: 10:00 AM – 11:00 AM

Location: Virtual, MS Teams

Attendees

Governing Board Members/Designees

1. Maurice W Reaves – Assistant Division Director (Designated on behalf of Undersecretary Daniel Karpowitz)
2. Mark Raymond – Chief Information Officer, DAS-BITS
3. Kenneth Barone – Project Manager, IMRP

CJIS-CT Staff/Consultants

4. James McGennis – Executive Director, CJIS-CT
5. Mark Tezaris – Program Manager, CJIS-CT
6. Tamika Potts – Technical Writer/Communications Specialist, CJIS-CT
7. Christopher Lovell – Senior Project Manager, CJIS-CT
8. Derek Poundstone – Training/Curriculum Manager,
9. Sean Bucher – Senior Project Manager, CJIS-CT
10. Sridhar Brahma – GRC Analyst – CJIS-CT

Guests

11. Glory Bulkley – Business Manager, CSP/COLLECT
12. LTC Mark Davison – CSP
13. Pradeep Ankaraju – IT Manager, DESPP
14. Dane Silcox – Manager, Identification and Records, DESPP
15. Frank DiMatteo – Information System Business Manager, DPDS
16. Naveen Prathikantam – IT Manger, DCJ

1. Welcome and Call to Order

- **Presenter:** Maurice Reaves and James McGennis
 - Maurice Reaves and James McGennis welcomed attendees and called the meeting to order at 10:01AM.
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2. Onboarding Coordination

James McGennis provided an update on ongoing onboarding coordination for Deep Amtrak and other agencies. He noted that Derek Poundstone was leading this activity.

3. Axon Statewide Contract

McGennis announced the completion of the Axon statewide contract task and thanked Mark Tezaris for his contributions. They were working with Derek Poundstone to communicate this opportunity to CPCA.

4. Hartford–New Haven RMS Onboarding

Mark Tezaris updated the committee on the Hartford–New Haven RMS onboarding timelines.

- The MOU between CJIS-CT and Hartford PD was nearly complete, pending final review.
- Once finalized, execution and onboarding work will begin.
- The expected schedule for Hartford and New Haven PD onboarding was approximately two years, including integration testing with various agencies. Efforts would be made to accelerate the process.

5. Escalation Letter Language

McGennis reported the completion of the revised escalation letter language for non-responsive police departments regarding the Digital Arrest Process. The letter would be used by state attorneys for communication with departments

6. Hiring Retired Attorney

McGennis announced that funding from OPM had been secured to hire a retired attorney for legal counsel. Options were being explored with Undersecretary Daniel Karpowitz.

7. Research and Analytics

McGennis noted that DCSA John Russotto had requested coordination with DCJ Research Manager Kyle Baudoin on research and analytics. A meeting with Kevin Neary at OPM and others was scheduled for early October.

8. SB 1387 Legislative Change

McGennis discussed the proposed legislative change to modify the CJIS-CT statute.

- **Proposed Changes:** Clarify language on non-offender data and authorize the Executive Director to sign contracts on behalf of the Board.
- **Bill History:** The bill had advanced through Judiciary Committee, LCO review, OFA, Senate passage, but was tabled in the House due to timing.
- **Reintroduction Plan:** The bill would be reintroduced with Rep. Renee Lamark Muir.
- **Strategy Discussion:** Ken Barone suggested engaging Rep. Stafstrom early and introducing the measure as a House bill. He raised concerns over whether the change was necessary and recommended seeking an AG opinion. Mark Raymond reaffirmed support for clarity in the statute.

9. Digital Arrest Process Update and Success Stories

Certification of Police Departments

Christopher Lovell provided updates:

- **Certified:** Eight more police departments (Cheshire, East Haven, Guilford, Branford, Portland, Waterford, Trumbull, Fairfield PD) were certified and no longer required to submit paper packages.
- **Close to Certification:** Bristol, Newtown, and Willimantic PD were nearing certification, with Newtown PD achieving 100% accuracy for nearly two months.
- **Additional Departments:** Wallingford, Camden, North Branford, Woodbridge, Meriden, and Waterbury PD were approaching the 95% accuracy threshold

Training Model for Onboarding

Derek Poundstone discussed the training model for onboarding:

- Outreach to PDs in advance and provision of structured training.
- Peer-to-peer support by having departments meet and share practices.
- Successful results were observed with Fairfield, Newtown, and Trumbull PD.
- Emphasis was placed on communication with CPCA and stakeholders
- Naveen Prathikantam stressed the importance of a test system for police departments prior to going live. He noted risks to data quality without such an environment. Discussions with the vendor were ongoing.
- Mark Tezaris confirmed efforts to revisit the request with NexGen

10. Source System Status Updates

Mark Tezaris reported:

- WEAPONS data had been turned off; and they were exploring options with CSP to provide a version that only shows offender weapons information.
- WANTED data updates had been stopped. A meeting with the COLLECT team was scheduled for September 23rd to discuss a formal change request.
- Ken Barone raised concerns about WANTED data not being updated for months. He requested clarity on which fields were turned off and the rationale. James McGennis and Mark Tezaris agreed to present this information at the October Governing Board meeting.
- An MOU for the Deadly Weapons Offender Registry (DWOR) was drafted by DESPP Legal and was nearing completion.
- **DWOR:** James McGennis announced that a grant from OPM had been secured to support this initiative. Funding would be allocated to CJIS-CT for integration efforts.

- **Audit and Security Compliance:** Mark Tezaris confirmed ongoing audits with the DESPP COLLECT unit, involving 10–15 sessions. These audits were improving communication and alignment on security measures, ensuring compliance with FBI and State standards.

11. Action Items

| Task | Owner | Status |
|---|--------------------------------|--|
| Reintroduce SB 1387 bill. Revisit necessity and strategy with Rep. Stafstrom; consider House bill option. | James McGennis, Kenneth Barone | In Progress |
| Axon Contract Information. Send URL for the Axon contract to Naveen. | Mark Tezaris | Follow-up with Naveen - confirm closing this action item |
| WANTED Data Update. Meet with collect unit on Sept. 23 rd to discuss fields and rationale. | Mark Tezaris | In Progress |
| Test System for NexGen. Discuss test environment options with vendor. | Mark Tezaris | In Progress |

12. Adjournment

Maurice Reaves thanked everyone for their collaboration, noting the value of addressing both successes and challenges. He noted that Undersecretary Karpowitz would want to engage further on key issues.

Mark Raymond appreciated the transparent discussion of difficult topics and emphasized the importance of working together while protecting critical data.

James McGennis thanked everyone and moved the meeting to adjournment.

The meeting was adjourned at 10:50AM.

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