



State of Connecticut

Criminal Justice Information System (CJIS-CT) Governing Board

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Meeting Minutes

CJIS-CT Governance Committee Meeting

Date: August 14, 2026

Time: 10:00 AM – 10:42 AM (ended early)

Location: Virtual, MS Teams

Attendees

Governing Board Members/Designees

1. Judge Patrick Carroll - Former Chief Court Administrator, Office of the Chief Court Administrator
2. Mark Raymond - Chief Information Officer, DAS-BITS
3. Ken Barone - Project Manager, IMRP, Designee for Gary A. Winfield, Senator, Co-Chair
4. Frank DiMatteo - Information System Business Manager, DPDS
5. Chief Donald Melanson - Director, CPCA

CJIS-CT Staff/Consultants

6. James McGennis - Executive Director
7. Mark Tezaris - Program Manager
8. Derek Poundstone - Training and Curriculum Manager
9. Sazara Johnson - Senior Project Manager
10. Sean Bucher - Senior Project Manager
11. Sridhar Brahma - GRC Analyst

Guests

12. Jennifer Lee - Acting Chief Investigator, DPDS
13. Pradeep Ankaraju - DESPP IT Management
14. Andre Simons - OPM Executive Secretary

1. Opening Remarks

The CJIS-CT Governance Committee met virtually on August 14, 2026. The meeting focused on subcommittee progress, security and workflow priorities, and staffing and legal support updates.

2. Centralized Hot List Management for ALPR Systems

Ken Barone, CIO Mark Raymond, Chief Donald Melanson, and Sean Bucher discussed the value of a centralized approach to hot-list information used by automated license plate reader (ALPR) systems. The discussion emphasized consistent information sharing among Connecticut law enforcement agencies, verification requirements, and the distinction between statewide and locally maintained hot lists.

During the discussion:

- Barone and Raymond emphasized that the primary objective should be consistent, reliable information sharing for Connecticut law enforcement stakeholders, rather than designing

the process around individual vendor needs. A centralized approach could also improve state visibility into how hot-list information is distributed and used.

- Chief Melanson explained that an ALPR alert is not sufficient by itself to support enforcement action. Officers are required to independently verify a hot-list hit through the COLLECT/NCIC system before acting on the alert.
- Chief Melanson described the centralized hot-list data as including Amber Alerts, missing persons, stolen vehicles, and stolen license plates when the underlying record is associated with a vehicle. He noted that, based on his understanding, the vendor feed is derived through COLLECT/NCIC and State Police processes and is refreshed approximately once every 24 hours.
- Members distinguished the centralized statewide hot list from department-specific lists. Individual departments may create local lists for vehicles or persons of interest and neighboring agencies may elect to subscribe to those lists; those local lists are separate from the centralized list tied to COLLECT/NCIC information.
- Bucher reported that the Lieutenant Colonel's command staff is researching the value of having a centralized hot list management approach versus current state of the vendors receiving hotlist feeds from each customer agency. More to come in a future meeting

3. RMS Vendor Market Concentration and Business Continuity

Mark Tezaris provided an update on Governing Board discussions concerning RMS vendor marketplace in Connecticut, particularly the need to protect agency interoperability and continuity of operations when vendor ownership or contractual relationships change.

During the discussion:

- Tezaris noted that Public Act 23-26 provides the CJIS Governing Board authority related to RMS vendors, including contract specifications that can help protect the State's investment in CISS integrations and promote business continuity.
- CJIS-CT plans to work with its incoming attorney, expected to begin September 18, to review the applicable statutory language and collaborate with CPCA and other stakeholders.
- The anticipated work includes developing draft recommendations for RMS contract renewals and taking a deeper review of the legislation to determine whether additional definition is needed. Tezaris specifically identified maintenance, support, continuity of service-level expectations, and continuity in the event of a change in vendor ownership as areas of concern.

4. Subcommittee Report Out

Analytics Subcommittee

Ken Barone reported substantial progress by the Analytics Subcommittee in developing a responsible analytics framework for CJIS-CT. The committee has focused on establishing common definitions, documenting intended uses, and creating guiding principles before advancing specific data-access or research activities.

During the discussion:

- The subcommittee has drafted and vetted a Responsible Analytics Plan that defines analytics, provides examples of appropriate research questions, and establishes a common foundation for future work. Requested revisions are being incorporated, with the subcommittee expecting to revisit the plan at its next meeting.

- Five guiding principles were identified: analytics is not surveillance; privacy comes first; security is uncompromised; agencies are data stewards; and analytics should support better government.
- The proposed approach focuses on de-identified, trend-oriented, evidence-based analysis. It explicitly distinguishes analytics from individual monitoring, criminal investigations, and unrestricted access to agency data.
- The plan includes definitions and safeguards concerning personally identifiable information, including protections against re-identification. It also addresses the evolving role of artificial intelligence and the need to define appropriate safeguards and limits for its use in analytics.
- CJIS-CT has begun its engagement with the University of Pennsylvania to develop a governance structure for research and analytics. A draft proposed governance structure is anticipated no earlier than the end of the calendar year, and Barone indicated that outreach to data owners is not expected to begin until a proposed governance process is in place.
- Barone and Raymond emphasized the importance of documenting decisions, obtaining consensus at each governance level, and locking in agreed-upon progress so that it remains visible and durable as agency leadership changes. The current goal is to advance a finalized analytics plan through the Governance Committee and ultimately to the full Governing Board, potentially at its October meeting.

Security Committee

Barone summarized the Security Committee kickoff meeting held August 6. Serving as acting chair, Barone reported that the committee focused on protecting criminal justice information, reviewing issues identified during the Governing Board strategic retreat, examining security audit findings, and reviewing standard operating procedures developed by the CJIS-CT team.

During the discussion:

- The committee reviewed four draft standard operating procedures and provided feedback but did not vote to endorse them. Barone estimated that the documents are approximately 90 percent complete; staff will make additional refinements before the committee considers recommendations for governance and Governing Board approval.
- Initial future policy topics include development of an CISS search-use policy that could ultimately be recommended as a model policy through the appropriate governance and POST Council process, resolution of trusted-verifier configuration issues, and secure integration of Wanted data and DMV photographs.
- Patrick Carroll recommended including Ratish Nair in the committee. Barone confirmed that Nair is participating and noted the value of his security expertise.
- Barone emphasized continued engagement with DESPP and Connecticut State Police leadership, including the Lieutenant Colonel and his team, noting that DESPP remains central to the security work. The committee established a monthly meeting cadence and stressed the importance of documenting decisions and progress as agency leadership changes.

Workflow Subcommittee

CIO Mark Raymond reported continued progress by the Workflow Subcommittee, including active deployment work with multiple police departments, continued review of electronic-warrant integration, and development of process improvements intended to reduce implementation friction.

During the discussion:

- The subcommittee has moved from planning simultaneous police-department rollouts to active implementation, with multiple departments being supported concurrently.
- Members continued discussion of electronic-warrant integration and identified additional work needed to address process shortcomings and implementation challenges.
- The committee reviewed an initial draft concept for DESSP implementation that would avoid the previously identified need for additional staff. Raymond cautioned that the concept remains preliminary and that additional workflow clarification is required.
- Raymond noted improved committee discipline and prioritization, with the group focusing on the highest-value workflow issues rather than reacting to every emerging topic. He also identified participation from Connecticut State Police in future workflow discussions as important to moving the work toward a pilot.
- CJIS-CT staff participation in rollout and training activities has provided additional support to end users and contributed to progress toward deployment objectives.

5. Attorney Hiring and Onboarding

James McGennis provided an update on legal staffing and recruitment activities. The new hire is expected to begin serving as CJIS-CT's attorney on September 18, 2026.

During the discussion:

- McGennis noted that incoming attorney is relocating from Georgia, where he is serving as an assistant state attorney. He previously worked for Connecticut's Division of Criminal Justice and also spent time in private practice. Initial onboarding will include internal orientation and meetings with key partner-agency legal representatives.
- Planned stakeholder engagement includes an introductory meeting with the DESSP Legal Affairs Director and other agency legal representatives to support upcoming memorandum-of-understanding and policy work. Carroll encouraged similar outreach to legal teams across the participating branches and agencies.
- McGennis also reported that recruitment is underway for the position previously held by Tamika Potts. The posting is expected to close in approximately two weeks, after which interviews will begin.

6. Closing Comments

Judge Carroll recognized the progress being made across the committees and specifically thanked Ken Barone for his contributions. Members emphasized the importance of sustaining momentum, documenting policy and governance decisions, and maintaining coordination with partner agencies. Judge Carroll noted that the committee would reconvene in September.

7. Adjournment

The meeting concluded at approximately 10:42 AM following completion of the discussion.

8. Action Items

Action Item	Owner
Continue research on how records are entered into the Hot-list and how centralized hot-list information is distributed to ALPR vendors; report updates as available.	Sean Bucher / CSP
Work with the incoming attorney, CPCA, and other stakeholders to develop draft RMS contract-renewal recommendations and further review Public Act 23-26 for business-continuity needs.	Mark Tezaris

Action Item	Owner
Finalize the Responsible Analytics Plan and advance it through the Governance Committee and Governing Board review process.	Ken Barone / Analytics Subcommittee
Refine the four draft security SOPs and return them to the Security Committee for consideration and recommendation.	CJIS-CT Staff / Security Committee
Arrange introductory meetings for new CJIS-CT attorney with key agency legal stakeholders, including Legal Affairs Directors and other agency legal representatives, to support MOU and related legal work.	James McGennis
Conduct interviews for the position previously held by Tamika Potts after the job posting closes.	James McGennis

Minutes prepared by: CJIS-CT Staff