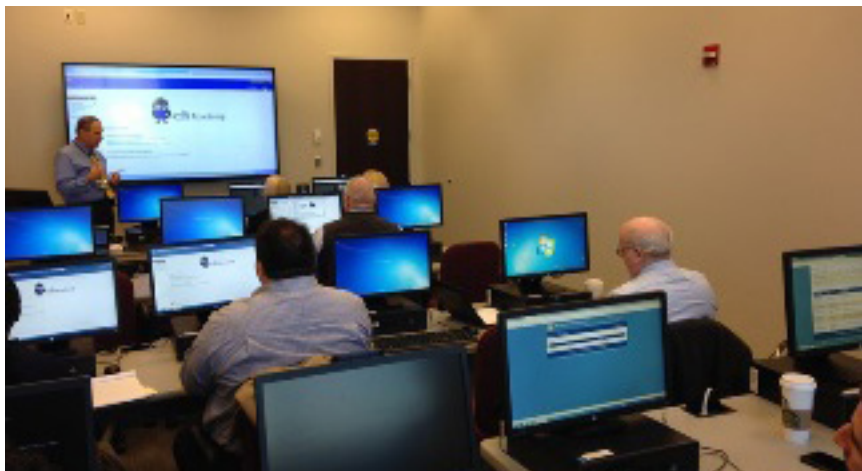


# Search-Release 1 in Production!

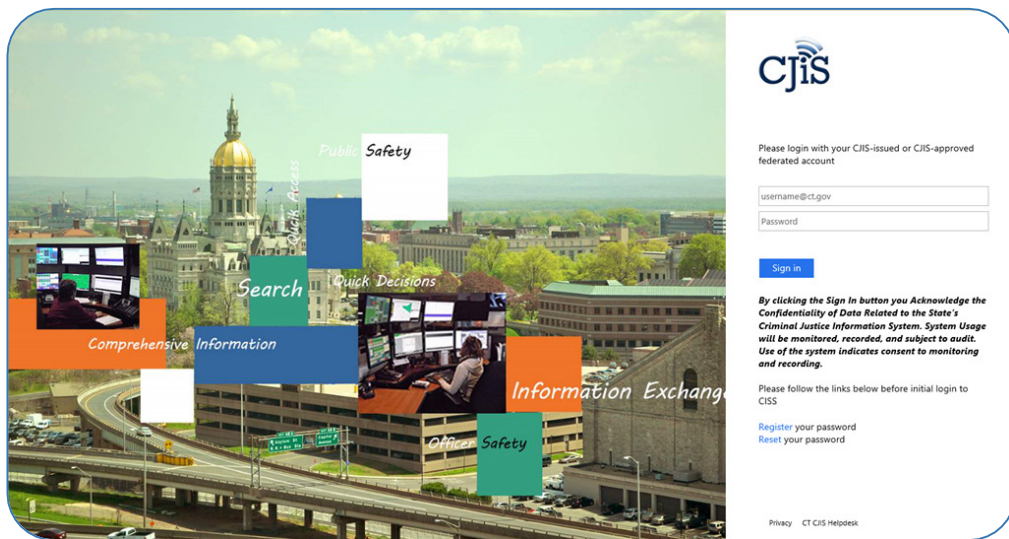
## *PRAWN and OBIS Data Access*

On February 26th, the CJIS team celebrated the long awaited production of the first search release containing PRAWN and OBIS data. The release was rolled out to several police departments (PDs), the Office of Victim Advocate (OVA), Department of Correction (DOC), Board of



*CISS Admin Training, February 19, 2016, CJIS Office, Hartford*

Pardons and Paroles (BOPP) and Judicial. Staff from those departments attended User and Administration Training in order to secure their CISS user certification. The search release deployment plan involved adding some users for Release 1 now, but aims at adding most CISS users after Release 6 when



*CISS application login page*



Search-Release 1 in Production!, continued from Page-1

### CJIS Governing Board

Revolutionary Technology Linking  
Connecticut's Criminal Justice &  
Law Enforcement Community  
August 2015 Vol. 4 No. 8  
[www.ct.gov/cjis](http://www.ct.gov/cjis)

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Comments, corrections, and inquiries  
about this newsletter should be directed to:

Theresa Czepiel, *Technical Writer,*  
Theresa.Czepiel@ct.gov

CISS search will have most of the source systems in place. CISS Release 6 is scheduled for production in the beginning of 2017. Global Federated Identity and Privilege Management (GFIPM) claims assignments establishes users' ability to search appropriate data sources.

The CJIS team began work on Release 1, in February of 2015. In June of last year the team went into development with Xerox with the expectation that the release would be production ready by December 2015. However, when Release 1 went into Systems Test this past fall, issues were found that determined the need for an 8-week delay. The testing team brought forward challenges, that when met, have now produced a stronger, more reliable foundation to build upon.

The Multi-Factor Authentication (MFA) mandated by the FBI for unsecured environments has been met. The second level of validation would involve receiving a phone call to validate security clearance. Currently as a tactical approach, the team is using RSA tokens as a secondary authentication while working to procure a more user-friendly and cost effective MFA solution.

Infrastructure changes that were built to improve the speed and reliability of the system caused periodic crashes of the application. These issues were identified, configuration changes to the code were implemented, and redundancy was built into the infrastructure to prevent future failures.

The intricacies involved in building a system of such magnitude as CISS, demands that clear, concise and continual communication has been estab-

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## CJIS Project Management Updates

- For the past few months the CJIS team has been busy entering into System Testing for internal CISS processing for Workflow-Release 2, Uniform Arrest Report (UAR) & Misdemeanor Summons Notices. The team completed CISS, CISS Application Program Interface (API) and WebUI development. The release is now in Xerox System Testing. The plan for Release 2 is to complete Interface development with the RMS vendors,



*CISS Quarterly Status Meeting, February 3, 2016*

complete System Testing, and enter User Acceptance Testing (UAT) by the middle of June. This should enable the release to be deployed to production by late July.

- Development has been completed for Search-Release 3, Protection Order Registry (POR) and Criminal Motor Vehicle System (CRMVS). The release is now in CJIS QA Testing. Work on the MultiVue issue will continue with System Testing being completed by both Xerox and CJIS teams in early July. User Acceptance Testing (UAT) should be completed in early August and the release should continue into deployment later in the month.

- Design for Release 4, UAR and Misdemeanor Summons Workflow has been completed and will continue in development until December 2016. This workflow release will support Stakeholder business process changes.

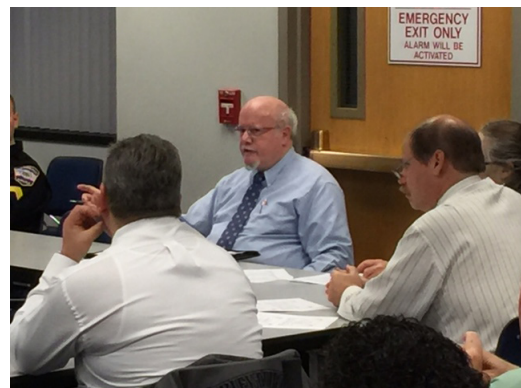
- Search-Release 5, Records Management System (RMS), Electronic Content Management (ECM) and Event Notifications, will be going through continued design sessions since it's dependent on the development of Release 4.

- Design for Search-Release 6, Centralized Infraction Bureau (CIB), Department of Correction (DOC)/ Board of Pardons and Paroles (BOPP), Department of Motor Vehicles (DMV), has been completed and development started. Replication activities will continue with the DMV and DOC.

- Review of the business process for workflow validation is continuing for Release 7, Infractions. Requirements gathering is taking place.

- Working sessions regarding gaps in Workflow-Release 8, Post Arrest/ Arraignment/ Disposition/ Post Judgement, have been completed. Requirement sessions will continue to look into creating a process that follows the court process, which will be built into the design.

- Search-Release 9 includes Sex Offender Registry (SOR), COLLECT Wanted Persons, Case Management Information System for Judicial (CMIS), Master Name Index (MNI) for the Department of Emergency Services and Public Protection (DESPP), Computerized Criminal History (CCH) for DESPP and Weapons. Discussions are being held regarding the creation of replicated/federated data access. Requirements for SOR and MNI/CCH will continue until completed. The availability of Weapons and Wanted files are still being discussed for Release 9.



*CISS Quarterly Status Meeting, February 3, 2016*

# CISS Training Launches!

On February 19, 2016, the first CISS Administrator Training took place at CJIS headquarters in Hartford. Twelve State employees were in attendance representing Judicial, the Department of Correction, and the Office of Victim Advocate. Over the next few days User Training sessions produced 22 certified CISS users. Since then the CJIS Public Safety Liaison and Learning Management System (LMS) team focused their efforts towards certification of 81 individuals trained across the 3 CISS roles: Users, Administrators and Auditors. Trainees represented 5 police departments: Berlin, Enfield, Plainfield, Wethersfield, Windsor Locks, and five Agencies: Judicial, DOC, OVA, BOPP and DESPP.

The course training content that is being presented is divided into three sections: Introduction and Overview, Logging On/Off and Password Basics, Navigation and Search, and Basic and Advanced Searches. A summary of key points and a short quiz is provided after each section to test the user’s familiarity with the topic and prepare him/her to go forward in their use of the CISS application. The successful completion of the course, along with the assignment of Global Federated Identity & Privilege Management (GFIPM) claims, authorizes the trainee to become a certified CISS user.

The sections of the training are defined as follows:

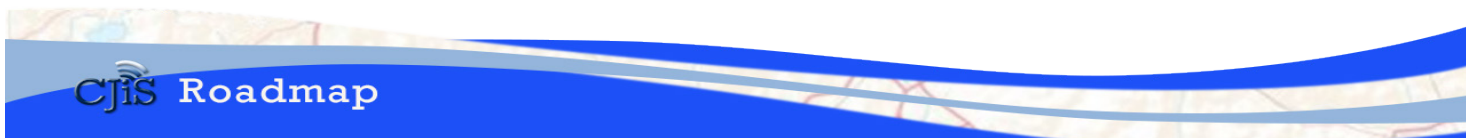
- 1.) An Introduction and Overview defines the history and objectives of the CISS project, how it impacts agencies and the benefits it offers to the Connecticut Criminal Justice Community.
- 2.) Logging On/Off and Password Basics, describes CJIS security awareness regarding rules governing access and dissemination of data, accessing the portal and steps to resetting passwords.
- 3.) Navigation and Search, Basic and Advanced Searches contain a discussion on search icons, the audit log process, navigation rules, mandatory fields for performing a search, and entering, reviewing, sorting and refining in an advanced search.

The overview of the CISS project specifically refers to the objectives and value of Release 1 as the foundation for information sharing for the 23,000 criminal justice staff members. Search Release 1, which contains PRAWN and OBIS data, was rolled out successfully on February 26th. The CISS application when fully implemented, will allow the instant sharing of audio, video, graphic and text files eliminating the need to transport paper documents. The presentation particularly sites the 2007 Cheshire murders

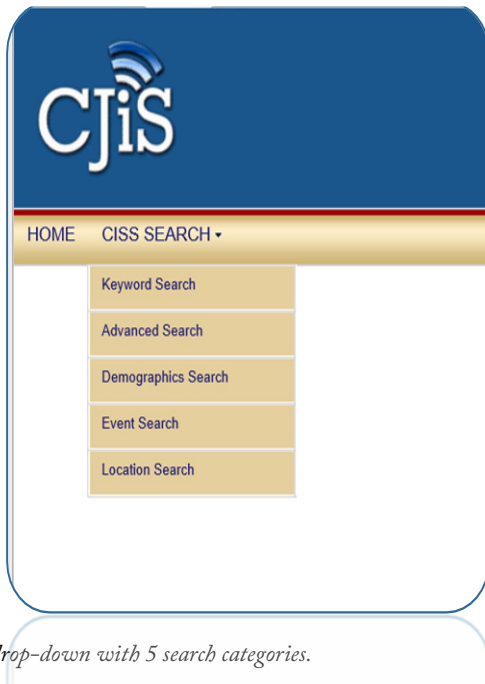
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## CISS Status and Roll-Out Plan

Release	Description	Target Rollout Date	Status
1	Search, Audit Log, OBIS and PRAWN	Q1 2016	Completed
2	Workflow: UAR and Misdemeanor Summons Notices	Q1 2016	In Process
3	Save Search, CRMVS and POR	Q2 2016	In Process
4	Workflow: UAR and Misdemeanor-Full Payload: Document redaction, Annotation, Release	Q2 2017	In Process
5	Search: Law RMS, ECM Docs Search & Retrieve	Q3 2017	In Process
6	Search: CIB, DOC Case Management, DMV Drivers and Vehicles	Q1 2017	In Process
7	Workflow: Infractions	Q4 2017	Not Started
8	Workflow: Arraignment, Post Arrest, Disposition and Post Judgement	Q2 2017	In Process
9	Search: SOR, CMIS, MNI/CCH, WEAPONS, DJC Case Management, COLLECT (Wanted Persons)	Q4 2017	In Process



and the story of Newington's Master Police Officer Peter Lavery, who was killed in the line of duty. Incidents such as these, that might have been prevented, highlight the need for an integrated State-wide electronic criminal information sharing system.



*CISS Search drop-down with 5 search categories.*

As training continued attendees were taken through the login process to access the search portal. Multi-Factor Authentication (MFA) for non-secure areas was explained and demonstrated with two factors of identification. Security awareness was presented regarding access and dissemination of information, which is governed by state statutes. Best practices for search and information usage was discussed along with the 8 classes of GFIPM claims. Included in this portion of the training was a description of the query audit trails which capture the date and time, reason and requestor, along with the search criteria for the inquiry. The logs are maintained forever and allow for audits on a regular basis.

During the training, attendees were directed to the search menu and shown the keyword search and how to enter, sort and refine data in the advanced searching field.



*CISS User Training, February 23, 2016*

Basic navigation is done via menu links and the back button in Internet Explorer. Search options are accessed by drop down menu. The left side of the screen lists refining options such as Location, Age, and Data Sources. As more agency sources are implemented, their data will be listed as well. Currently, however, the Data Sources include the following search capabilities:

- Any (any Data Sources implemented)
- Person Index Record
- OBIS Inmate
- PRAWN Warrant
- Location Index Record

An important note is that the CISS search application offers the use of Soundex, which is a "sounds-like" tool that will search phonetically when spellings are varied or unknown. This enables a much wider and more accurate investigative search.

Whether a keyword or advanced search is chosen, it is always necessary for the user to select a **Search Purpose** from the drop down menu provided. Currently the choices are *Criminal Justice and Non-Criminal Justice*. The **Search Reason**, also a required field, is the specific user provider reason for performing the search. The CISS application will not allow the search process to advance if these fields are not filled out. Advanced Searching includes the following five sections:

*Continued on Page-6*

lished between project vendors, the CJIS team, and all the CJIS stakeholders. Every slight change needs to be collaborated throughout the process for consistency in workflows downstream. The CJIS Change Control Board, which includes BEST, Xerox and each Agency as it comes on board has been established to address this, while testing policies have been put into place to bridge communication gaps. This process is now providing congruency among the project’s various teams.

Release 1 has successfully been in production with a minimal amount of support calls received. This establishes that through the much-needed, hands-on, and lessons-learned experience, the construction of the search application is functioning as it has been designed and built to do. The strength of Release 1 launches the forward movement of other releases, and the incorporation of much more vital information to law enforcement and the criminal justice community as a whole.

As a quick note, right around the corner is Release 2, which is in Systems Test. This is the first workflow release and involves the discharge of early arrest notifications by PDs to the Department of Motor Vehicles (DMV), BOPP, Division of Criminal Justice (DCJ), CSSD (Judicial) and DOC. This will allow State agencies to know instantly when someone has been arrested. It will also allow the DMV to know when someone who has an endorsement on their license has been arrested. Bail Commissioners will be notified when someone is held at a local PD. Right now phone calls are being made to secure this information for people of interest. The issue of conditional discharge, which is important to the DOC, will be affected because this release will be keeping track of information from a safety perspective. The estimated time of production for Release 2 is at the latter part of July 2016.

- Quick
- Demographics
- Property (will be added in future release)
- Events
- Locations

Using the Quick Search option and the Demographic search will be the “go-to” search methods within CISS. A **Quick Search** uses the first name, last name or date of birth. It will also include a vehicle license number when DMV data is brought into the system. A **Demographic** search uses a name, date of birth, weight, height, or Social Security Number (SSN#). The **Property** category is not yet implemented, but will eventually contain any type of evidence or stolen property, including vehicles, guns, parts, accessories, or anything that is recorded as property in a police department RMS system. The **Events** category can be searched by selecting an event type, event date range, responsible agency or agency case number. Examples of Release 1 events are Arrests or Incarcerations. Searching by **Location** is self-explanatory and enables a search by street address, city, state or zip.



CISS User Training, February 23, 2016

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## CISS Search Screens

*When a user plugs in an unverified piece of data in a CISS Keyword Search, the application is designed to react like a Google or Bing-type search and will produce all sources that contain that data.*

*The value of the Quick Search is that most interactions with law enforcement have a connection with a name and date of birth or license plate and state. The Quick Search is the place to go for this data. (The license plate and state search will be implemented when DMV data becomes available in Release 6.)*

### ~ Meetings ~

#### **CJIS Governing Board Quarterly Meeting**

July 28, 2016, at 1:30 pm  
Office of the Chief State's Attorney  
300 Corporate Place in Rocky Hill

#### **CISS Status Meeting**

August 3, 2016, at 1:00 - 3:00 pm  
99 East River Drive, 7th floor, Room 707  
East Hartford



## CJIS Academy

### OBTS Classes

CJIS offers certification classes three times a year for the Offender Based Tracking System (OBTS). The remaining classes for 2016 will be conducted at 99 East River Drive, 7th floor, East Hartford, CT 06108. For more information and to sign up, visit the [CJIS Academy Webpage](#).

The CISS training and classes will be posted through the CJIS Academy. The Learning Management System (LMS) and Computer Based Training (CBT) systems are in place.

OBTS will continue until all of OBTS functionality is incorporated into CISS. Until then, CJIS will be conducting OBTS Certification classes on the dates listed below. Upon request, CJIS will hold OBTS Certification classes for law enforcement agencies that can sign up a minimum of ten students. The classroom must have computer work stations.

#### CCJIS Support Group:

- 860-622-2000
- CJIS Website: [www.ct.gov/cjis](http://www.ct.gov/cjis)

### OBTS Certification Class Schedule

- Thursday, October 12, 2016

**For more information on CJIS and CJIS publications, go to [www.ct.gov/cjis](http://www.ct.gov/cjis)**