



**State of Connecticut
CJIS Governing Board
Draft Meeting Minutes
Record of Proceedings July 21, 2011**

CJIS Governing Board Committee:

The following are the CJIS Governing Board Committee members in attendance on July 21, 2011:

Board Members	
Carroll, III, Patrick L. Co-Chair Office of Chief Court Administrator	Lawlor, Michael P., Co-Chair, Undersecretary Office of Policy and Management
Bradford, Reuben, Commissioner Department of Emergency Services and Public Protection	Pollard, Michael E. Joint Standing Committee on Judiciary
Tindill, Erika, Chair Board of Pardons and Paroles	Mulhall, Richard, Chief Connecticut Police Chiefs Association
Arnone, Leo, Commissioner Department of Correction	Kane, Kevin, Chief State's Attorney Division of Criminal Justice
White, George Department of Motor Vehicles	

Other Attendees: Mr. Sean Thakkar, Gene Labonte, Cheryl Cepelak, Gary Wollman, Steve Wallick, Mark Tezaris, Brian Austin, Nicole Anker, Clyde Grimes, Evelyn Godbout, Mike Kaczynski, Ana Santos, Joan Hilliard, Robert Kaelin, Linda DeConti, Barry L. Hayes, Chuck Hoadley, Sumit Sajnani, Marcia Rogers, Terry Walker, John Morisson, Thomas Sutkowski, Jason Rosa, Darryl Hayes, Jim Lobb, Jason Rosa, Brenda Bergeron, Sal Annuaziako, Lee Wezeaski, Celia Siefert, Peter Boynton, Mark Sticca and Claudia Bible

I. Welcome

The CJIS Governing Board was called to order by Mr. Mike Lawlor, Co-chair and Undersecretary of the Office of Policy and Management at 1:30 p.m.

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II. Minutes

Mr. Lawlor proposed to accept the minutes from the April 21, 2011 CJIS Governing Board meeting and made a motion for approval. Commissioner Reuben Bradford, of the Department of Emergency Services and Public Protection accepted the minutes, seconded by Commissioner Leo Arnone, of the Department of Correction and was unanimously accepted by the voting members present.

Mr. Lawlor stated that CISS continues to be one of the top priorities in the criminal justice realm and that funding will be made available. I want to convey, on behalf of Secretary Ben Barnes and the Governor that the CJIS Program continues to be a major priority. I think you are all aware that a contractor has been selected, and we're in the final stages of actually having the contract being signed. Once that takes place in the next few days, we can send it to the Attorney General for review and final approval, and in a month or so the contractor will be on board.

III. Project Status Updates

Mr. Thakkar, CJIS Executive Director, gave a presentation which included the CJIS business objectives and goals. He said that Mr. Mark Raymond, the new CIO for the State of Connecticut has come on board and seems to be looking in a positive direction about a lot of things that we are going to be talking about.

a. CISS

Mr. Bob Kaelin, of MTG Management Consulting, gave a presentation on the CISS project.

Our biggest accomplishment is that our provider signed the contract on June 20 and it's now in the State's procurement office going through the normal process. With the changes of DOIT integrating into DAS, there's a whole new structure that has to get resolved so that we can do the contracting for this project. The good news is that I hear from the vendor at least once a week wanting to know when they're going to start. As you heard, we do have funding on the project, so it's ready to move forward. Once we get the logistics ironed out, we have tentatively planned to begin implementation on October 1.

Mr. Kevin Kane, Chief State's Attorney, asked Mr. Kaelin if staffing was going to be available for the CISS project? Mr. Kaelin stated that it is a critical issue that we have next to resolve since both the funding and vendor selection process has been resolved.

Mr. Kaelin went on to say that a business manager and a program manager need to be hired. Those are the folks that need to understand the decisions that we've made in terms of timing and

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milestones of the contract. I can say that the vendor has come down to our budget number without a reduction in scope during the contract negotiations. The vendor is keenly interested in this project. This is the only state level integration project in the country that's kicking off in 2011. This has national attention, and there's a lot of pressure on this vendor to do it right. That will work to our advantage.

Mr. Michael Pollard asked - So we could have the staff people in place before October? Mr. Kaelin answered yes

Mr. Kaelin – Well there's one other point I'd like to make with the slide. When we put the plan together for staffing two years ago, we assumed that there would be CSG staff at DOIT that would be supporting the project staff. The CSG staff has been lost due to attrition over the last several months with the changes that have been going on. So there's a critical gap in the DOIT infrastructure now that this project is dependent on.

Mr. Kane asked – Regarding the contract, I think we had some discussions about having the Governing Board see the contract before it is completed. Can the Governing Board do that? Mr. Thakkar answered sure! The only caveat to that is I don't know what DAS' policies are regarding the Board reviewing a contract before it is approved by the AG's office. Other than that, it's up to the Board to tell me that you wanted me to release the contract for the Board review.

Mr. Thakkar recognized Chuck Hoadley who was present, adding that he is very helpful. Marcia Rogers who was in attendance also got recognition for her work.

b. OBTS

Mr. Thakkar provided the status report on OBTS. We have implemented Version 6.1 and moved it to a newer platform. We are in the testing stage of version 7.0. There is an algorithm called SSA Name 3, we were in version 2.8 – The current version is 9.0. We are upgrading to this version and hopefully by September we should have this up and running and in production. It should be very useful to our community because it will provide more accurate results than the ones that were possible before. In trying to introduce newer methodology, the next version we are planning is 7.1.

One of the things I have been hearing for a long period of time is that OBTS has got some flaws. The data contained within OBTS is sometimes not as accurate as it needs to be. We are in the process of doing the analysis to figure out if there are issues with OBTS and if there are, where are the issues, what can we do, and what would be the best way to it mitigate these issues. With Mr. Gary Wollman's leadership and OPM's assistance, we were able to bring in some interns.

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These are bright young people. The interns have developed a framework to mitigate data integrity issues related to OBTS. In the next 6 to 12 months, we will be able to empirically show everyone on our Board where the issues are from a data perspective within OBTS, what can we do to fix them, and what are the mitigation strategies that we can put in place, so that when CISS gets fully implemented, hopefully we are able to fix the issues within OBTS. This will become a very valuable legacy database CISS.

Mr. Buck Grimes gave a presentation on some of the reports and dashboards he has developed using LogiXML tools. Mr. Thakkar said this is live information that is available to the CJIS Community today, and the neat thing about the LogiXML tools is that it can attach to any database. Mr. Thakkar stated that the infrastructure and expertise is available. If the CJIS Community wants to use this technology, all they have to do is to buy a license(s) for their use to create their report(s).

c. CIDRIS

The Connecticut Impaired Drivers Record Information System is currently in the Implementation phase. We have done a pilot with Troop B and have discovered defects both in CIDRIS and NexGen's application. The CIDRIS defects have been minor and are completed. NexGen has significant programming that needs to be completed. DESPP is working with their vendor NexGen to get this work completed.

DESPP is also working with their vendor to provide a detail project plan to the stakeholders with testing dates, verification dates of completed programming and will need to stakeholder with CIDRIS, DMV and Judicial for testing.

CIDRIS Expansion Project is moving forward with the 28 or so CAD/RMS vendors in the state.

We are also working with Judicial to create a pilot to receive electronic OUI arrest information. CIDRIS has the capability to receive the OUI information from DESPP and then send it to Judicial so that they can print it and use it with their current paper based system. Mr. Kane asked Mark Tezaris if the OUI information contained DCJ information. Mark Tezaris replied that we are just starting this effort with Terry and I am not sure of the exact information that will be needed.

We are working on providing dashboards and reports from the CIDRIS database that can benefit the CJIS community as the database becomes more populated. Currently, we have OUI Score Card Report, OUI Aging, and OUI Counts Dashboard deployed to executive branch agencies.

One of the issues we have encountered is that the current security for the CJIS firewall only

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allows access to the executive branch. We are working with DAS-DOIT to make the proper changes to allow all three branches access to these dashboards and reports.

We are also implementing IBM Rational/Jazz software which is a collaborative environment to manage all aspects of plans, tasks, revision control, build management, and reports for CIDRIS, OBTS and in the future CISS.

In order to do more with less, we have setup our infrastructure to allow the CJIS community to use the LogiXML reporting software and the IBM Rational Jazz just buying a license and not having to purchase the software and hardware. We have set up a workstation so that anyone can come and do a pilot test at no cost. If the pilot is beneficial, they can purchase a license for the software and implement their solution. Linda DeConti from OPM has taken the training class for LogiXML and is building her chart for prison population usage.

DESPP has sent us a new schedule indicating deployment of all DESPP troops by mid-December 2011. Mr. Lawlor asked Mr. Mark Tezaris to use the new name for DESPP. Mr. Tezaris indicated that he was not aware of the recent name change but would do so moving forward and thanked Mr. Lawlor.

Currently we have one significant risk with CIDRIS and that is the transition to CJIS Support Group (CSG) in Post Implementation Phase. The mitigation is that the Executive Director is working with DAS-DOIT to finalize the post implementation support.

Now we would like to show you the current dashboards and reports available from CIDRIS. This is a live 3G connection and these dashboards are currently available to the executive branch. The first is the OUI Score Card. As you can see it displays the OUI's from troop B currently. The major benefit is that it provides the success or rejection information from CIDRIS for each OUI sent by NexGen or other CAD/RMS vendors. This provides the feedback that is critical to the CAD/RMS vendors in building an interface to CIDRIS with the drill down capability of the OUI's that were rejected and why. This process was taking over 4 hours to complete by hand, now it takes a second or two and therefore speeds up the whole build test cycle dramatically.

The second dashboard is the Per Se OUI Aging we spoke about at our last meeting. This is currently in production. As you can see the first gauge show the OUI's in CIDRIS from 0-15 days old from the arrest date. The second is from 16-25 days old and the third is from 26-30 days old.

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IV. Status Update from:

- a.** Administrative Committee (Larry D'Orsi) – Not present at the meeting.
 - Privacy Committee and FOIA Legislative Change - Mr. Brian Austin

Mr. Austin provided an update on Privacy Policy Committee which is in the process of developing a high level frame work for the Privacy Policy for the CISS project. The tentative date to recommend the Privacy Policy framework to the CJIS Governing Board is at the October 20th, 2011 Board meeting.

- b.** Technology Committee

Mr. Thakkar thanked Ms. Evelyn Godbout for sending out a very nice write-up on PDF/ A.

Ms. Godbout reported that one of the standards the Board approved was to use the PDF/ A option when creating PDF documents. The benefit of implementing PDF/ A would allow the community to review the information years from now. The Federal Courts have now implemented PDF/A as a standard.

- c.** Implementation Committee

Chief Richard Mulhall reported that the status of the OBTS and AFIS user groups has not changed. OBTS is assembled and working under Chief Fuchs of Redding PD. The AFIS user group is being reassembled. We are working on contacting the five CPCA regions to confirm representation of their personnel. The State Police are in the process of changing over the AFIS team and that should be completed in the next few months. Once all parties have been identified and confirmed we will begin regular meetings. No other activity to report.

V. Next Meeting Date for the Year 2011

Thursday, October 20, 2011 at the Division of Criminal Justice, Rocky Hill.