

Information Technology Capital Investment Program  
Project Status Report

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**To:** Information Technology Strategy and Investment Committee  
John Vittner, Office of Policy and Management

**From:** Brian Clonan

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**Agency:** Department of Emergency Services and Public Protection

**Project:** Special Licensing and Firearms Registration System (SLFRS)

**Project Manager:** Alessandra Lyon

**Reporting Period:** Project Inception through 06/30/2018

**Total Funds Requested:** \$556,820

**Total Funds Allotted to Agency:** \$556,820

**Accumulative Total Capital Fund Expenditures to Date:** \$556,460

**Brief Project Description/Summary:**

The Special Licensing and Firearms Unit (SLFU) is responsible for the issuance of state pistol permits, oversight and regulation of firearm sale transactions, and issuance of licenses to Professional Bail Bondsman, Private Security Companies, Private Investigators, Bail Enforcement Agents (BEA), and the regulation and licensing of several other non-firearms related but generally hazardous lines of work. The unit is also responsible for investigating violations of state law relating to the purchase, sale and transfer of firearms, and violations of statutes relating to the various professional licenses it issues.

The current Special Licensing and Weapons Registration System (SLWRS) allows SLFU to track permit and license application, renewal, suspension, and revocation. One of the key features of the system is its ability to interface electronically with a number of other state and federal data systems. Collectively, these interfaces provide a criminal record check for any individual applying for or renewing a permit/license. The system also updates federal databases with firearm sales/transactions and individuals who are disqualified from possessing firearms. These data interfaces also allow Law Enforcement, Judicial, and Mental Health Agencies to obtain information on registered firearms and individuals. SLWRS supports the day to day business processes of SLFU and is used for generating basic reports and mailings, envelopes, letters, labels, Certificates, ID Cards, etc.

The current SLWRS system has reached its maximum level of efficiency and automation using the outdated technology it was built on. It is understood that this system has been in service for over 10 years and some of the underlying components are no longer supported by the vendor. This upgrade will bring the system up to current technology and will improve and enhance areas in the process which will benefit the business.

With the move toward e-government and public self-service, a new data system needs to be built that has the capability of making many of the paper, phone, and fax based processes that still exist within SLFU fully electronic (possibly web based or kiosk based).

**Summary of Progress Achieved to Date:**

- 1.) The contract has been awarded to GLS - Government Licensing Solutions of Bend, Oregon.
- 2.) The GLS Goal and Scope document has been approved by DESPP and the design process is underway.
- 3.) GLS has passed an initial CJIS security review by the DESPP Criminal Justice Business Application Unit (CSO Darryl Hayes).
- 4.) A full CJIS compliance audit will be completed before GLS will gain access to sensitive data and networks
- 5.) Completed process flow documentation
- 6.) Vendor is currently building new system.

**Issues and Risks:**

- 1.) The project schedule may be impacted by the availability of SLFU staff to review and approve designs due to the volume of regular department work.
- 2.) The system has communication interfaces with CT Judicial and DMHAS which are developed and maintained by Brian Smith of Deloitte Consulting. We'll need Brian's help with the design and testing, but Judicial can't provide him to us due to budgetary constraints. These interfaces are critically important to the system. It may be necessary for DESPP to contract Brian's time ourselves to ensure the communication interfaces are designed and tested correctly.
- 3.) We may need to inspect the GLS Data Center in Bend, Oregon for CJIS compliance. The inspection must be done by a State Criminal Justice Agency. We are reaching out to Oregon State Police to see if they can help us. If not, one person from DESPP will need to go. SLFU has an alternate funding source that will be used for all cost overruns.
- 4.) Interface with Connecticut Interactive approval necessary to pursue.

#### Next Steps & Project Milestones:

Start	End	Milestone	% of Imp.	Deliverable	Performance (Requirements in pare
12/05/2017	01/11/2018	<b>1</b>	n/a	<ul style="list-style-type: none"> <li>• CJIS initial approval</li> <li>• DAS-BEST external data hosting approval</li> <li>• DESPP Legal Department for external data hosting.</li> </ul>	<ul style="list-style-type: none"> <li>• 32 Perpetual License Software</li> <li>• Dev, Sys, UAT and PF installation at Contrac</li> <li>• Department obtains external data hosting f DESPP Legal.</li> <li>• Contractor submits C to CJBA and receives n addressed prior to full in Deliverable 8.</li> <li>• Department, DAS-BE Legal shall evaluate de making reasonable, co during normal busines evaluation deliverable Contractor.</li> </ul> (T1a, T1b)
12/5/2017	1/19/2018	<b>2</b>	5.00%	Business Process Identification	Goals and Scope defin
12/12/2017	1/19/2018	<b>3</b>	5.00%	Project Initiation	Project Management i
1/19/2018	5/2/2018	<b>4</b>	7.50%	Modules Group 1	First group of 12 mod named modules). Dep Contractor may agree reorder and swap Req Deliverables 4, 5, 6 an (F1, F3a, F3b, F3c, F3d T5, T6, T11, T13)
2/27/2018	5/16/2018	<b>5</b>	7.50%	Modules Group 2	Second group of 12 m named modules) Department and Conti Deliverable 2 to reord Modules among Deliv (F1, F3a, F3b, F3c, F3d T5, T6, T11, T13)
3/13/2018	6/7/2018	<b>6</b>	7.50%	Modules Group 3	Third group of 12 mod named modules. Department and Conti Deliverable 2 to reord Modules among Deliv (F1, F3a, F3b, F3c, F3d T5, T6, T11, T13)
4/18/2018	7/6/2018	<b>7</b>	7.50%	Modules Group 4	Fourth group of 12 mc 49 named modules. Department and Conti Deliverable 2 to reord Modules among Deliv (F1, F3a, F3b, F3c, F3d T5, T6, T11, T13)
2/27/2018	5/23/2018	<b>8</b>	n/a	CJIS Security Approval	Contractor must addre issues related to CJIS C Milestone 1. (T1c)
7/6/2018	11/10/2018	<b>9</b>	5.00%	Conversion	Convert and import ex (T3a, T3c, T3d, S7, S8,
6/8/2018	9/6/2018	<b>10</b>	15.00%	Interfaces	Program and Commur (T2, T8, T9, T14)
10/1/2018	11/29/2018	<b>11</b>	20.00%	Testing	System Testing User Acceptance Testi initial documentation. (F2, F3e, F3f, F5a, F5b, T12b, S3a, S4, S10, S11)
11/29/2018	12/6/2018	<b>12a</b>	5.00%	Implementation/Go Live	System 'Go Live' with (S4)
11/29/2018	12/6/2018	<b>12b</b>	15.00%		System 'Go Live' with (S1, S2)
12/20/2018	4/01/2019	<b>13</b>	n/a	System Acceptance	Finished End User Doc (T3b)