



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

**CJIS Governing Board Committee:**

The following are the CJIS Governing Board Committee members in attendance on April 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
Boynton, Peter, Commissioner Department of Emergency Management & Homeland Security	Arnone, Leo, Commissioner Department of Correction
Currey, Melody, Commissioner Department of Motor Vehicle	Pollard, Michael E. Joint Standing Committee on Judiciary
Farr, Robert, Chairman Board of Pardons and Paroles	Mulhall, Richard, Chief Connecticut Police Chiefs Association
Bradford, Reuben, Commissioner Department of Public Safety	Kane, Kevin, Chief State's Attorney Division of Criminal Justice
	Morrisson, John, Designee Division of Public Defenders Services

**Other Attendees:** Sean Thakkar, Tracy Brown (Recorder), Hazel Singh-Patrick, Steve Wallick, Marcia Rogers, Darryl Hayes, Linda DeConti, Robert Kaelin, Jim Lobb, Jason Rosa, Gene Labonte, John Russotto, Gary Wollman, Mark Tezaris, Lori D'Amico, Cheryl Cepelak, Terry Walker, Beth Bickley, Brenda Bergeron, Sumit Sajnani, Rich Sparaco, Karl Lewis, Bob Cosgrove, Dean Myshrall, Evelyn Godbout, Chris Duryea, Clyde Grimes, Thomas Sutkowski, Larry D'Orsi

**I. Welcome**

The CJIS Governing Board was called to order by co-chair Judge Patrick Carroll at 1:45 pm. Judge Carroll welcomed everyone to the CJIS Governing Board meeting and asked all members present to do a brief introduction.

Undersecretary Michael Lawlor, co-chair, gave acknowledgement to Robert Farr, Chairman of the Board of Pardons and Paroles, who will be leaving his position on May 1, 2011. Chairman Farr has given great service to the State of Connecticut and the CJIS Governing Board.

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Chairman Farr will probably continue his work on the Sentencing Commission. Undersecretary Lawlor thanked Chairman Farr for his service and wished him the best.

- Judge Carroll included that Chairman Farr has been a good member of the CJIS Governing Board and an active participant. He wished Chairman Farr well towards his new endeavors.
- Mr. Sean Thakkar, CJIS Executive Director made arrangements for coffee and cake to be served in Chairman Farr's honor directly after the meeting.

## **II. Video Clip**

Mr. Thakkar showed a video clip from Governor Dannel P. Malloy's Capitol News Briefing following his announcement of his selection of a new chairperson for the Board of Pardons and Paroles on March 28, 2011.

- Undersecretary Lawlor stated that at the press conference a reporter had asked Governor Malloy, "what reforms had taken place since the Cheshire murders?" The reporter challenged Governor Malloy to see what effort he is taking to improve the criminal justice information system. The video can be viewed on the Office of Policy and Management (OPM), Criminal Justice Policy & Planning Division (CJPPD) website at [http://www.ct.gov/opm/cwp/view.asp?a=2967&Q=382106&opmNav\\_GID=1797&opmNav](http://www.ct.gov/opm/cwp/view.asp?a=2967&Q=382106&opmNav_GID=1797&opmNav)
- Judge Carroll added that the budget was released last evening and noted that the funds were carried over for CJIS without lapsing.
- Undersecretary Lawlor stated that there are no changes for CJIS except for what has been put in the original budget. Aside from this, another bonding allocation has to take place for the roll out of switching vendors for the Connecticut Information Sharing System (CISS) and the CJIS programs.

The governor is committed to making sure that these things happen. They have been working with Mr. Thakkar to make sure that he has the staff he needs to carry out this process and is able to do the job right with the correct resources. It has been a little complicated due to the restructuring of the government. There was a meeting with Commissioner Donald DeFronzo of the Department of Administrative Services, to discuss Mr. Thakkar's needs. Everyone is on board with making sure that Mr. Thakkar has the resources he requires.

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- Judge Carroll added in light of the governor's clear commitment to the project, this has to guide us in what we do in the agencies and branches with respect to making sure the necessary resources are committed to the CISS projects and recognize the priorities made for the commitments.

### **III. Minutes**

Judge Carroll proposed to accept the minutes from the January 20, 2011 CJIS Governing Board meeting. Commissioner Melody Currey of the Department of Motor Vehicles (DMV) made the motion to accept the minutes, seconded by Commissioner Leo Arnone of the Department of Correction (DOC), and unanimously accepted by the voting members present.

### **IV. CJIS Business Objectives/Goals**

Mr. Thakkar stated that the ultimate goal is to have something like gadgets on everyone's desktops, hand held devices (such as iPhones) or a blackberry to obtain a piece of knowledge that can be used to make good decisions.

Mr. Thakkar reviewed the business objectives and goals for CJIS, which can be viewed in the presentation.

### **V. Analytics**

The CISS Project is on the way, it will be 18 months before there are any results from the project. In the short-term, analytics can be used for the Offender Base Tracking System (OBTS) and the Connecticut Impaired Driving Records Information System (CIDRIS). OBTS has been in existence since 2004. The system holds 118 million records, which includes 1.9 million offenders. The knowledge that is contained in the OBTS database is tremendous.

There are some OBTS data integrity issues, which are in the plans to be worked on. Mr. Thakkar would like to harvest the data contained in OBTS and CIDRIS to help give the CJIS community useful knowledge to make better decisions. Mr. Thakkar requested from the members present to send him ideas on what can be done today to bring value to the CJIS community.

Mr. Thakkar is looking to do a lot more with a lot less by investing in the enterprise capabilities through technology. For example, Facebook and Twitter are two sources the Department of Public Safety could use to track the drug trade and find individuals. Some police departments have invested in License Plates Recognition Systems. In the future, the plan is to create one environment that will require only one single sign, which will be role based.

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As part of telemetrics, State Police and Police Officers will be able to use a wireless device to take a breath analyzer test, get the results, and enter the information into the system. Mr. Thakkar and Commissioner Arnone discussed how in the future an alert will be sent to wireless devices that can track and locate individuals who are required to wear tracking monitors. Also, interrogations will be video taped and collected as evidence. Once CISS is fully in operation, the system can be used to track audio conversations. CISS will have the capabilities to handle future initiatives for the CJIS community. Such as, placing a report on CISS that can be made available on SharePoint.

There were six slides presented on this agenda topic; which can be found in the presentation.

## **VI. Project Status Updates**

### **a. Dashboards and Reporting**

Mr. Mark Tezaris, CIDRIS Project Manager, discussed the CIDRIS and OBTS dashboards. Mr. Tezaris stated that dashboards would allow information and data to be shown in graphic details. We should try to use free web applications, such as, Google Maps. Mr. Tezaris explained they took OUI information from CIDRIS and incorporated it into Google Maps.

A few weeks ago, they met with Commissioner Currey. One of the ideas from the meeting was to put together a dashboard showing OUI aging. They are able to use gages that show the aging of the OUIs and the number of OUIs. Mr. Tezaris discussed a slide containing two graphs of OUIs information taking from CIDRIS' UAT database. One graph indicated the predicted incarcerations versus jail and other programs capacity. The second graph indicated the diversionary programs availability.

Mr. Tezaris showed mobile dashboards from mobile devices and DMV OUIs aging from 0 to 30 days. Mobile devices will allow the user to view information on arrest cases from CIDRIS and/or OBTS.

The vision for the next six to twelve months is to go paperless for all OUI arrest and have the Department of Public Safety (DPS) and Municipal Police Departments send them electronically. Mr. Thakkar is working with the Chief State's Attorney Kevin Kane to find a way to send information electronically to the Division of Criminal Justice (DCJ). Then DCJ can print and add the information to the rest of their paperwork. This will help DPS, the Judicial Branch, and DMV to continue processing documents electronically. Mr. Tezaris requested from the members to share with Mr. Thakkar gaps in information which are critical to their agencies, OBTS, CIDRIS and in the future CISS.

Mr. Clyde Grimes discussed a live demonstration of how dashboards can be arranged to include information that personally benefits and gives the user what he/she wants to view. A

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discussion followed, Mr. Michael Pollard suggested establishing some type of framework to recognize the best of the projects.

**b. CISS**

Mr. Robert Kaelin gave an update on the CISS Project. The Proposal Review Team (PRT) met and selected a vendor for the CISS Project. Currently, negotiations are ready to begin with the vendor. As soon as the negotiations are completed an announcement will be made as to who is the vendor.

An initial contract will be sent to the vendor on Monday for them to put together the scope of the work and the deliverables for the project. Eight million dollars has been appropriated to get the CISS Project moving forward. The goal is to complete the contract negotiation by August 3, 2011 and begin implementation of the project within the same month. A major step will be to gate out of the SDM Business Requirements Phase. Executive Order # 19 is still in force for the Department of Information Technology (DOIT) SDM Process. Mr. Kaelin is not sure if this will change with the new reorganization of DOIT. From the project plan perspective, the SDM adds more steps that in turn will add more cost to the overall project.

- Judge Carroll asked if a decision has been made about the SDM Process. Has the new CIO for DOIT weighed in on the decision as to what to do with the SDM Process.
- Chief State's Attorney Kane stated that the SDM was put in place to prevent problems with the projects.
- Undersecretary Lawlor will speak to the governor's counsel, Mr. Andrew McDonald to obtain advice on this matter. He recommended that Judge Carroll put together a team that can sit down to discuss this topic further.
- Mr. Pollard volunteered to participate on the team to look into the SDM Process.
- Judge Carroll recommended Mr. Thakkar oversee the SDM review for the governor's decision.

Mr. Kaelin made a recommendation to the CJIS Governing Board for Mr. Thakkar to be appointed the CISS Contract Administrator. The Board unanimously approved the recommendation. Mr. Kaelin discussed the need to hire CISS staff to implement and maintain the project. The most critical staff members who need to be hired immediately are the Business and Program Managers. These positions are crucial for contract talks and connection points between agencies and vendors. Mr. Thakkar has been advocating having these positions filled.

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**c. OBTS**

Mr. Thakkar gave an update on the OBTS Project. He discussed how OBTS provides search features to find information; such as, names, state IDs, or federal IDs. OBTS receives information from various agencies' source systems. Its unique features are that it is a single source repository for Connecticut offenders; it is offender centric, and the current offender status is updated every 24 hours.

Release 6.1 was implemented and went live on April 1, 2011. This move has helped OBTS become faster and better by moving it onto the common CJIS platform with CIDRIS. This will save a little over \$100,000 a year. It improved the performance of messaging and re-enabled Smart Name Search.

As part of Release 7.1, we will be looking into and trying to resolve the data integrity issues. We are going to do a "just in time" approach to leverage collaboration tools for streamlining Application Support Management activities (release planning and integrate requirements and testing). The main goal is to buy license for tools that can be used across the CJIS community.

**d. CIDRIS**

Mr. Thakkar gave an update on the CIDRIS Project. They are continuing to implement CIDRIS until all 12 DPS troops have been deployed by June 15, 2011. They have rolled out a pilot of the application with Troop B. They have been working with DPS, the Judicial Branch, and DMV to process paperless OUIs.

Plans are to implement two additional layers of security, SSL certificates and MQ authentications on the State's eDirectory. A pilot SharePoint is being set-up for a Management Report Library and to display Key Performance Indicators.

One issue with CIDRIS is the transition to the CJIS Support Group in the Post Implementation Phase. Mr. Thakkar is working with DOIT to finalize this transition. Another is having the capability for DCJ and the Judicial Branch to receive electronic documents from CIDRIS. The team is working to find a solution that will work for DCJ and the Judicial Branch.

**VII. Status Updates from**

**Administrative Committee**

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Mr. Larry D’Orsi, chairman of the CJIS Governing Board Administrative Committee proposed the approval of legislative proposed changes for two statutes affecting CJIS. These statutes are 54-142q, the Criminal Justice Information Systems Governing Board Membership, duties and responsibilities and access to information, and 54-142r, availability of data in OBTS and CJIS systems and the procedures for obtaining data (FOI request).

- Chief State’s Attorney Kane disagreed with the language in paragraph 1 of 54-142r. He prefers that the CIO of DOIT have access to the system, but not to all the data.
  - Mr. Thakkar added that the CIO of DOIT has access to help manage the database. He recommended having a Privacy Committee to come up with the rules and ways to maintain privacy.
- Judge Carroll agreed with Mr. Thakkar’s recommendation to establish a Privacy Committee to review the two statutes. The Privacy Committee should include DCJ, DPS, CPCA, DOC, Judicial Branch and Public Defender. He recommended that Mr. Thakkar facilitate the committee. All members present were in agreement with Judge Carroll.

Mr. Thakkar requested from the CJIS Governing Board to approve the form “Acknowledgement of the Confidentiality” of Data Related to the State’s Criminal Justice Information System. Judge Carroll suggested to Mr. Thakkar to include this form in the Privacy Committee’s discussions and bring it back to the CJIS Governing Board at a later date.

**Technology Committee**

Ms. Evelyn Godbout, chairwoman of the CJIS Governing Board Technology Committee discussed the CONNECT consortium, which is a consortium of 14 different states that share criminal justice information. The Technology committee held a video conference at the Judicial Branch in Wethersfield with Alabama’s CONNECT Director Maury Mitchell, Becki Goggins and technical staff. On the CONNECT website (<http://www.connectconsortium.org>) they have created bylaws and a privacy policy to share with other states. The bylaws gives a good overview of how CONNECT governs the system. Ms. Godbout recommended developing the bylaws and privacy policy for CISS before the system is developed.

- Mr. Thakkar recommended forming a subcommittee under the Administrative Committee to privacy policy.
- Judge Carroll asked Mr. Thakkar who he would recommend to head the subgroup; he suggested Ms. Godbout or Mr. Brian Austin.

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- Chief State's Attorney Kane will discuss this matter with Ms. Godbout and Mr. Austin.
- Mr. Kaelin suggested to Mr. Thakkar to look at the bylaws and policies put out by the Bureau of Justice Assistance (BJA) and other states.
- Mr. Pollard has volunteered to assist on the governor's side.

**Implementation Committee**

Chief Richard Mulhall, chairman of the CJIS Governing Board Implementation Committee talked about reorganizing the OBTS Users Group; which will be chaired by Chief Doug Fuchs. Chief Fuchs is getting together his instructors and system users.

The Automated Fingerprint Identification System (AFIS) Users Group will be headed by Captain George Battle and Lieutenant Mark Sticca. The AFIS Users Group will be reactivated; a meeting is planned for the first part of May 2011. The AFIS Users Group consists of all five police regions and the state police.

**VIII. Other Business**

There was no other business discussed at this meeting.

Chief Mulhall made a motion to adjourn, seconded by Commissioner Currey. The meeting was adjourned by Judge Carroll at 3:43 pm.

The next CJIS Governing Board meeting is scheduled for 1:30pm on July 21, 2011 at the Division of Criminal Justice, 300 Corporate Place, Rocky Hill, CT 06067