



Board Meeting

Thursday, April 15, 2010 1:00 PM – 4:00 PM

Sakakawea Room – ND State Capitol Building, Bismarck, ND

Attendees: Russ Buchholz, Lisa Feldner, Sally Holewa, Kelly Janke, Jerry Kemmet, Dave Kleppe, Mike Lynk, Pam Schafer, Thomas L. Trenbeath, Keith Witt, Darin Anderson, Bob Pope, Jordan Pope, Jeff Swank, and Cher Thomas

Absent: Kara Schmitz Olson, Chuck Placek, and Glenn Ellingsberg

Strategic Planning Notes– Jeff Swank Facilitator

1. Document Workflow for CJIS Presentation

- Presentation from Bob and Jordan Pope with NEXUS Innovations.

2. Review of Agenda

- The meeting is being held to get a better understanding of CJIS projects and their status, prioritize the list of projects, staff directions, and agency commitments for 2011-13.

3. Review CJIS

- Mission
 - The mission of the North Dakota Criminal Justice Sharing (CJIS) program is to facilitate timely sharing of information to criminal justice and other authorized personnel.
- Vision
 - Improve public safety by providing effective and efficient justice policies, processes, and information systems required to capture and share complete, accurate, and timely information in support of program operations and informed decision making across jurisdictional and organizational boundaries statewide.
- Goals
 - To ensure effective operations, provide responsive services, improve decision making, improve criminal justice staff safety, ensure access to information, deliver timely information, implement cost-effective systems, and ensure privacy and accuracy.
- Structure
 - CJIS is made up of Police, BCI, DEC, DOCR, Highway Patrol, Sheriff, State's Attorney, Savin, CJIS Staff, and Game & Fish.
- Resources
 - CJIS resources include funds, CJIS staff, and agency staff. If we do not have all of these resources, certain projects may remain in pending status.
 - A copy of the 2009-11 budget was presented, of this budget staff cost represents a significant portion of the budget.

4. Review of Current Projects

- Active Projects
 - Upgrade Cruiser Module CFS - Complete April 2010
 - Enhancements to NetRMS (LERMS) - In Progress, Completion scheduled June 2010
 - Lake Region Calls for Service Feed to LERMS - Contract, July 2010
 - Bismarck Burleigh RMS Interface – Bismarck Completed 2010, Burleigh April 2010
 - Minot/Ward RMS Interface - May 2010
 - Grand Forks/GF RMS Interface - Pending GF
 - Fargo/Cass RMS Interface - Fall 2010
 - Lake Region Calls for Service Feed - Contract, July 2010
 - Justware 5.0 upgrade and Prosecution and Disposition Flow Electronically to BCI - November 2010
 - State’s Attorney (Justware) Interface with Portal – December 2010
 - Hub Application Process write - May 2010
 - Protection Order changes for SAVIN - Completed 2010
 - Courts changes for Tyler - Awaiting Courts
 - SAVIN - In progress, Courts Module Expected July 2011
 - CJIS Portal Enhancements – Continuous
 - Allow Federal NCIC Checks – Pending State Radio
 - Portal 3.0 – start Mid-2010
 - Portal user role and security - May 2010
 - Law Enforcement Integration (Medium) - July 2010-June 2011 (Mandan, Dickinson and Devils Lake)
- Pending Projects
 - Law Enforcement Integration (Medium) - (Williston, Jamestown and Wahpeton)
 - BCI Records Management System Interface - Office of Attorney General – expect next biennium
 - Highway Patrol RMS Interface Continuation- expect next biennium

The largest project, dollar wise is SAVIN.

Currently, Justware 5.0 upgrade is the project that is consuming the largest use of human resources. It was scheduled to go live this month but cannot move forward until Grand Forks State’s Attorney’s office can test documents and reports.

Work efforts required by vendors for integration with the CJIS Portal is the largest delay for projects.

5. Develop 2011-13 Plan Discussion

- To develop a plan we need to go over budget, CJIS staffing, agency staffing, and potential projects.
- Discussion of LERMS replacement/upgrade project.
 - With the change of technology, we may not be able to procure at the same cost as the current vendor.

- If replacing LERMS with a new project, current pending projects would potentially remain pending.
- Sally Holewa suggested putting money and time aside for planning for this.
- Mike Lynk discussed State Radio has funding for a RMS. The option was brought up to look at the possibility of using another jurisdiction's product. We would have to look into local vendor and IT costs. Mike stated, in the past, any initial costs have been provided to the customer from the State. State Radio is evaluating the cost agencies may pay for CAD services (licensing and access). Those potential costs are currently being evaluated by Intergraph and SR. Pam stated CJIS could do this project this biennium if we brought in another project manager as CJIS is short staffed with existing projects to handle this project this biennium. Mike said that Justin Data has been assigned as the project manager for the RMS CAD II.
- The current LERMS (NetRMS) is a product that has served the smaller agencies well. To have an all encompassing state-wide product is tough.
- Need to keep in mind that if approved to continue with existing, the current system would be running until July 2014. Pam is comfortable in this biennium to gather information to be able to make an informed decision, this includes looking at upgrading the existing NetRMS to PremierOne, Motorolas product as this is included in maintenance costs. In 11-13 ask for funds to study the upgrade/replacement of the RMS by CJIS. From this exploration, pursue results from study. She has concerns that customers may be lost due to higher fees with a new system or may look for a newer product with remaining with current system.
- In the next six cities/region's RMS systems to integrate with the CJIS Portal. Three are seen as potential carryover to the next biennium; Williston, Jamestown and Wahpeton.
- BCI will have a new in-house developed RMS by the end of the biennium. It will be ready to interface with the CJIS Portal in the 11-13 biennium.
- Sex Offender Project
 - All registration information will be submitted electronically and event notifications will be sent electronically as well. BCI would like to use CJIS as a mechanism for viewing event notifications and messages. The committee agreed with using the CJIS Portal.
- Fingerprinting
 - Goes through BCI to verify.
 - Issue with double entry from live scan and booking entry. Need to look into a solution for that process and figure out if needed right away or wait until it's gone through the verification process.
 - BCI will be rewriting their warrant application soon. Since some LE's have their own warrant application that directly sends warrants to NCIC, BCI will be working with agencies on defining how to get warrants to both the ND repository and to NCIC with minimal effort.
 - Kelly – There are definitely problems with fingerprints, not always have been done correctly and struggle with. Do fingerprints need to be taken? Is the issue with fingerprints not being taken when there is no arrest? Then there are no records at BCI. LE then uses the Court Warehouse to find the information. Noted by BCI, this is not the best way to get the information, since the court records are not tied to fingerprints for

positive identification. Cher stated livescans pass information to BCI electronically. Information could be sent back to the entity electronically through CJIS to interface with booking system. But, again this would be work because each entity has a different vendor providing a booking system. BCI has had conversations with Motorola about interfacing livescans with booking applications. Motorola has responded that they cannot do that at this point.

- Projects that are not on the list include Link LE arrest to Court Action, Access to Electronic Citations, and Message Switch on Portal.
- The committee pulled the Civil Process project from the list.
- After discussion the following projects are ranked in order of priority:
 1. Message switch usage through Portal
 - a. June 2010 will be web based
 - b. Two step process – CJIS – goes through message switch- needs authentication and then information is gained from federal (NCIC)
 2. Link LE arrest to Court Disposition.
 - a. Local law enforcement – lower priority
 - b. LE relies on Court Warehouse as BCI is out of date.
 - i. Cher – has tried to go down this road working with the courts, but found that the effort was more than just connecting two applications. Law enforcement, states attorneys and the courts look at the information by case, BCI repository looks at it by person. The only way to be able to tie it all together is to pass the case numbers, SID, and arrest tracking number through the process. It is a large effort because many of the entities have vendor software that would need to be changed. Also the project would touch so many entities, including Courts, State’s Attorneys and BCI and LE. Sally will look at this further.
 - ii. Time and money this cycle for planning.
 - iii. Sally sees that the Attorney General’s office as taking the lead on this.
 3. LERMS Replacement
 - a. 09-11 look at upgrade to Premier Cad
 - b. 11-13 – Study
 - c. 13-15 – Move forward with results from study
 4. Law Enforcement Integration (Medium) – Williston, Jamestown and Wahpeton) – Carryover
 5. HP RMS Interface – continue - Carryover
 6. BCI RMS Interface – anticipate – be relatively easy - Carryover
 7. Sex Offender Project (BCI) – Messaging from CJIS or BCI – this has not been determined yet. Cher would like to have messages in CJIS form Ag’s applications. See if we want to where and what interact with CJIS. Law Enforcement could use. Cher has grant money
 8. Fingerprinting
 - a. (Discussion above)
 9. Access to electronic citation
 - a. Plan for time and money this cycle for planning
 10. Warrants

- a. May want to wait on this project as AG (BCI) has on plate, but not looked at yet.