

State of Connecticut
CJIS Governing Board
Special Session Meeting Minutes
Record of Proceedings, August 24, 2009

Members/Designated Representatives Present: Lt. Gov. Michael Fedele; Co-Chair; Judge Patrick L. Carroll, III, Co-Chair, Deputy Chief Court Administrator, Judicial Branch; Undersecretary Brian Austin, Office of Policy and Management; Sean Thakkar, CJIS Executive Director; Chief State's Attorney, Kevin Kane, Division of Criminal Justice; Chairman Robert Farr, Board of Pardons and Paroles; Chief Richard Mulhall, Connecticut Police Chief Association; Deputy Commissioner Carol Salsbury, Department of Correction; Commissioner Robert Ward, Department of Motor Vehicles; CIO Diane Wallace, Department of Information Technology; and Michelle Cruz, Office of the Victim Advocate

Others Present: Tracy Brown (Recorder), Bryan Cafferelli, Tom Davoren, Lois Desmarais, Linda DeConti, Chris Duryea, Evelyn Godbout, Tina Good, Major Phil Halibozek, Darryl Hayes, Joan Hilliard, Robert Kaelin, Robert Kreisa, Susan Naide, Capt. Patrick O'Hara, John Russotto, Celia Siefert, Len Smith, Terry Walker

I. Welcome and Introductions

The CJIS Governing Board Special Session was called to order by Co-chairman Lt. Gov. Michael Fedele at 10:11 am. Lt. Gov. Fedele welcomed and thanked everyone for attending. This special session is being held to discuss and approve Sean Thakkar as the OBTS Program Administrator, MTG's Gap Analysis recommendations, and MTG's Blueprint RFP Strategy.

II. Approval of Sean Thakkar as OBTS Program Administrator

Lt. Gov. Fedele announced the first order of business is the approval of Mr. Sean Thakkar as the Offender Based Tracking System (OBTS) Program Administrator. Mr. Thakkar will be replacing the role once held by Mr. Terry Schnure prior to his recent retirement.

There were no objections given on the recommendation; all voting members present were in agreement with Mr. Thakkar's approval as the OBTS Program Administrator.

III. Approval of the Gap Analysis Recommendation

Mr. Robert Kaelin of MTG Management Consultants (MTG) discussed the Gap Analysis completed by MTG for the CJIS Executive Director. Mr. Kaelin requested from the CJIS Governing Board members approval of the recommendations and strategies presented in the Gap Analysis. Mr. Kaelin reviewed the twelve slides he presented on the Gap Analysis, outlining the key areas of the document. Mr. Kaelin stated, it is critical to know as a community, the resources that meet the community's needs. Not having the visibility with all the agencies, therefore, causes the community to lose information and hit a shortfall.

Mr. Kaelin gave four reasons why invest in CJIS:

- 1) Connecticut has their own governance legislation to address the criminal justice information system needs.
- 2) The CJIS community will come together to identify the needs, know the situation and know what is needed to fill the gap.
- 3) More agencies are cooperating and sharing information; collaboration is high.
- 4) The justice communities are learning to act like one community.

Despite the budget problems in Connecticut, there are enough things in place to obtain and move forward with the criminal justice information system. The key item, CIDRIS will be moving forward and will be connecting with other source systems. CIDRIS will be assisting as an information highway between agencies. The team is looking to have a CJIS Portal completed in six months. The way to get information for example would be through the middleware and the way to move information for example would be the Portal. There should be a security solution to make sure all applications are compliant. The key mechanism is to merge OBTS System into the Criminal Information Sharing System (CISS) to recapitalize and use the funding.

Mr. Kaelin explained MTG's recommendations for the CISS to the members present:

- Have a focused Core CISS Team
- Pay for work through the agency interface
- Be the priority and agencies priority will be coordinated with CISS – This does not make sense
- Have six months milestones
- Be a budget priority
- The constraints by economical limits base on Total Cost of Ownership and Return of Investment – This does not make sense

Mr. Kaelin requested that the CJIS Governing Board approve the Gap Analysis recommendations. The recommendations were approved unanimously by the voting members present.

IV. Approval of Blueprint RFP Strategy

Mr. Robert Kaelin discussed the recommended strategies for the CJIS Blueprint RFP. Mr. Kaelin gave an overview of the strategy for moving forward with the Blueprint RFP. Suggestions were giving to take the implementation chart and do a monetary overlay of the CJIS Projects and give examples of what are the benefits.

Mr. Kaelin recommended that the CJIS Governing Board adopt and approve the recommended RFP strategies. The recommendations were approved unanimously by the voting members present.

A suggestion was made to establish a Savings Validation Committee to gather and review information on cost savings for CJIS.

V. Other Business

Co-chairman Lt. Gov. Fedele and Undersecretary Brian Austin are both working on the Electronic Signature legislation. The approval of the bill will have no fiscal impact.

VI. Dates of Next Meetings

Thursday October 22, 2009

Division of Criminal Justice, 300 Corporate Place, Rocky Hill, CT

Meeting was adjourned by Co-chairman Lt. Gov. Fedele at 11:36am.