



CJIS Governing Board

Draft Meeting Minutes

January 20, 2011

CJIS Governing Board Committee:

The following are the CJIS Governing Board members in attendance on January 20, 2011:

Board Members	Board Members
Carroll, III, Patrick L. Co-Chair Office of Chief Court Administrator	Michael P. Lawlor, Co-Chair Office of Policy and Management
Boynton, Peter, Commissioner Dept. of Emergency Mgmt. & Homeland Security	Mulhall, Richard, Chief Connecticut Police Chiefs Association
Currey, Melody, Commissioner Department of Motor Vehicle	Pollard, Michael E. Joint Standing Committee on Judiciary
Farr, Robert, Chairman Board of Pardons and Paroles	Bailey, Richard, Deputy CIO Department of Information Technology
Arnone, Leo, Commissioner Department of Correction	Carlow, Brian, Deputy Chief Public Defender Public Defender Services
Thomas, James M., Commissioner Department of Public Safety	Kissel, John, Senator 7 th District, Judiciary Committee
Kane, Kevin, Chief State Attorney Division of Criminal Justice	

Other Attendees: Sean Thakkar, Gary Wollman, Bob Kaelin, Sarah Kolb, Larry D’Orsi, Dan Stebbins, Gerald Johnson, Len Smith, Evelyn Godbout, Jon Morrison, Darryl Hayes, Bob Cosgrove, Phil Halibozek, Cheryl Cepelak, Jim Lobb, Thomas Sutkowski, Chris Duryea, Richard Spararo, Linda DeConti, Joan Hilliard, Mark Tezaris and Steve Wallick

I. Welcome

- Judge Patrick Carroll called meeting to order at 1:36 p.m.
- Judge Carroll introduced two new members, Undersecretary Mike Lawlor, and Commissioner Melody Curry
- Mr. Lawlor spoke on behalf of Governor Malloy on the following topics:
 - CISS is a priority project for the State of Connecticut



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- Major changes will be made to DoIT
- Governor wants efficiency within the government and the ability between CJIS agencies to communicate and share information
- Governor's commitment is to have CISS up and running as soon as possible

II. Minutes

The minutes for October 21, 2010 were approved by the Board.

III. Project Status Updates

CISS

- Bob Kaelin presented the CISS section of the presentation along with a brief background of CISS
- Mr. Kaelin reviewed the SharePoint CISS PRT website
- Mr. Thakkar commented that the SharePoint CISS PRT website is available for all agencies who want to participate in CISS; and can be utilized for other CJIS projects
- Michael Pollard asked if the resources will be hired in a timely manner? Mr. Kaelin stated that the onboard date for Program Manager and Business Manager was March 17th, 2011
- Mr. Boynton asked if the CISS time lines were realistic. Mr. Thakkar answered they can be achieved if we have the resources in the timely manner
- Mr. Boynton asked if the March and August dates have been moved. Bob answered yes by seven weeks. 3/17 is holding and 8/3 is dependent on contract negotiations

OBTS

- Len Smith presented the OBTS section of the presentation and spoke on the following:
 - OBTS application release to go live 3/11/11. Database will still remain on old platform, but may be transitioned by end of fiscal year 2011
 - DoIT Disaster Recovery test is taking place in March for three weeks, so this may push out the OBTS application release until resources are available



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- Mr. Smith would like to focus on smaller releases, because they are manageable from a staffing perspective
- Mr. Pollard asked what were the difficulties of the OBTS migration. Len Smith answered the technology migration is not difficult at all, it's the process that is more difficult
- Mr. Thakkar spoke on two takeaway points:
 - “Do a lot more with a lot less” ...Same hardware for OBTS and CIDRIS
 - OBTS is not a standalone application – whole community benefits – work with Law enforcement on what information they need from OBTS

CIDRIS

- Mr. Thakkar spoke about Dashboards. CIDRIS will be used as the pilot for Dashboards
- Mark Tezaris presented the CIDRIS section of the presentation and spoke on the following:
 - Team is working with DPS' CAD/RMS vendor to complete, test and implement their interface to CIDRIS by 3/1/11
 - DPS Troop B and rest of the 11 Troops scheduled to be deployed starting 3/1/11.
 - CIDRIS expansion program in place to certify additional CAD/RMS vendors for using CIDRIS and benefiting from potential cost reduction for the rest of the non-state trooper police departments in Connecticut. They represent about 80% of the market. The vendor community has shown strong interest in building interface to CIDRIS.
 - A second COLLECT network bandwidth test was done for CIDRIS.
 - “Do a lot more with a lot less” as Mr. Thakkar indicated by providing Business Analytics to management using CJIS data:
 - Create Dashboards for key performance indicators both historic and predictive
 - SharePoint Reports Library with user level security



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- Mr. Thakkar stated how excited he is about the Dashboards and how it should be successful in the coming years
- Mr. Thakkar recognized Evelyn Godbout and Philip Halibozek for all the work they have done

IV. Status Updates from

Administrative Committee

- Larry D'Orsi presented the Administrative Committee section of the presentation. Mr. D'Orsi noted that the Statutes in the presentation did not reflect the red, underlined changes. Mr. Thakkar said he will distribute the copies with the red, underlined changes to everyone
- Mr. Lawlor asked what would happen if a FOIA request is received by an agency who did not originate the data, should that agency be prevented from releasing the data? Larry D'Orsi answered; the intent is to have the requester refer the request to the agency that created the data. Further discussions were made pertaining to this by Chief Mulhall, Mr. Kane, Mr. Pollard, Mr. Farr, Mr. Boynton, and Mr. Thomas.

Technology Committee

- Evelyn Godbout presented the Technology committee section of the presentation.
- Ms. Godbout mentioned that Paulette Whipple has been maintaining the Data Dictionary
- Ms. Godbout asked for a motion to standardize using the CJIS Data Dictionary as the one source for data format definitions for all CJIS programs. Further discussions between board members were discussed on the benefit of using the Data Dictionary to maintain the integrity of the data
- Mr. Thomas made a motion to using the Data Dictionary, seconded by Chief Mulhall. All were in favor and the motion passed unanimously

Implementation Committee

- Chief Mulhall presented the Implementation Committee section of the presentation.



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V. Other Business

Judge Carroll asked if anyone has any other questions. No further questions from the board.

Judge Carroll adjourned the meeting at 3:00p.