

# 2014 The Year in Review

If there was one main focus for 2014, it was CJIS' commitment to improve communication with stakeholders, vendors, and the CJIS teams. Recognizing the importance of communication, the CJIS Roadmap Newsletter featured stories on topics that were both educational and informative.

In early 2014, CJIS Roadmap announced the launch of **CJIS Academy**. A multi-faceted educational program, CJIS Academy provides informational instruction to CISS users on different aspects of the CISS project and how it specifically impacts their work. Hank Lindgren, the CJIS Public Safety Officer, and the CJIS Project Management team are available to give presentations to groups who would like to know more about CISS. CJIS Academy also offers OBTS certification training. Go to the [CJIS Academy](#) page on the CJIS Website for the 2015 schedule.

All through the year, the CJIS Project Management team worked hard to provide information, solicit feedback, and encourage discussion in the CISS Monthly Status Meetings. CJIS Project Management is also stepping up visits to stakeholder agencies and they are organizing Focus Groups to address subjects related to CISS that concern stakeholders.

The CJIS Roadmap Newsletter featured articles to further educate stakeholders on **Global Federated Identity and Privilege Management (GFIPM)** and its relationship with CISS. GFIPM is a program directed by the Global Justice Information Sharing Initiative, and funded jointly by the U.S. Department of Justice (DOJ) and the U.S. Department of Homeland Security (DHS). It enables information sharing for state and local agencies through a federated model that is secure, scalable, and cost-effective. The formation of a standardized global trust system streamlines the process for information sharing.

Within each agency, there will be authorized administrator(s) who will assign one or more of the GFIPM claims to their agency users' profiles, depending on their credentials and

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CJIS Governing Board  
 Revolutionary Technology Linking  
 Connecticut's Criminal Justice &  
 Law Enforcement Community  
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[www.ct.gov/cjis](http://www.ct.gov/cjis)

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# CJIS' New Governing Board Members

There were some new faces on the CJIS Governing Board this year. Both new appointees bring with them years of expertise in the criminal justice field. Dr. Schriro came to the Board with an extensive background in corrections, while Carleton Giles brings his thirty-three years of experience as a CT police officer.

Dr. Schriro was appointed Commissioner of Department of Emergency Services and Public Protection (DESPP) in February of 2014 by Governor Dannel Malloy. She is a nationally recognized leader in corrections and detention, and is widely praised for development of definitive policy analysis in the nation's homeland security efforts and as an innovator in risk assessment and crime prevention. Dr. Schriro is the only person in the nation to have led two state and two city correctional systems.

Carleton Giles was appointed to the Board of Pardons and Paroles as a Board Member in September 2013 by Governor Dannel P. Malloy, and then appointed as Chairperson in May 2014. Giles is a retired police officer who served thirty-three years with the Norwalk Department of Police Services, spending several years assigned to the department's youth division, where he was responsible for investigating improper conduct and criminal activity against children. During his distinguished career in law enforcement, Giles was actively involved with the city's youth, both through his work with the Drug Abuse Resistance Education (DARE) program and as a certified School Resource Officer. ❖



Figure 1. Dora Schriro and Carleton Giles.



*Happy  
 holidays from  
 all of us at  
 CJIS!*

# CJIS Governing Board Meetings Recap

The CJIS Governing Board met four times in 2014. As the year progressed, several members of the Governing Board, designees and CJIS representatives participated in committees that helped to shape policies and address issues for the CISS project going forward.

The CJIS Governance Committee was formed at the end of 2013 and continued to meet on a biweekly basis throughout 2014. One item on the agenda was to address issues that were brought forth in the Office of the Attorney General's Report that came out in November, 2013. The Committee worked on all of the items listed in the report. Because of the continued negotiations on the contract amendment, some of the items remain open. However, the majority of the issues listed have been addressed. The Committee created a mitigation strategy for the remaining open issues, which was approved by the Governing Board. CJIS sent a document outlining the mitigations and the progress made to date to the Office of the Attorney General in September.

As the year progressed, several members of the Governing Board and CJIS representatives helped to put together documents that addressed a number of concerns.

A lot of progress was made in 2014 on security policies and documents that would protect sensitive information. Members of the Governance Committee formed the CJIS Security Workgroup to work on several documents necessary to ensure information security.



Figure 3. Brian Carlow, Richard Sparaco, and John Russotto.

John Russotto and Darryl Hayes, the new CJIS Security Officer (CSO), worked on the Management Control Agreement (MCA) and the FBI Document. The MCA gives the CSO the authority to set and enforce the priorities in network traffic and the policy governing operation of

the PSDN and/or the CISS. The CSO will set, the restriction of unauthorized personnel from access or use of equipment, and the compliance with all rules and regulations of the CJIS Security Policy. This document was then sent to the Governing Board for their review. and approved at the October Governing Board Meeting.

The FBI Document, created by representatives from the Governance Committee and CJIS, provides a detailed description of CISS and the technical topology. Once the draft version was vetted by the Committee, it was sent to the Governing Board for their approval. After the Governing Board



Figure 2. Chief Mulhall, Joe Verrengia, and Kevin Kane.

voted to accept both the MCA and the FBI Document, they were sent to the FBI for their review.

The CJIS Security Workgroup also worked on the CJIS Security Policy. Members of this group decided that it was best to separate the

data so that agencies that can work without the data or that cannot comply with the Federal CJIS Security Policy will follow the CT CJIS Security Policy, while agencies that need and are in compliance for the data can follow the Federal



Figure 4. Melody Currey and Mark Raymond.

CJIS Security Policy. The CJIS Security Workgroup presented the CT CJIS Security Policy to the Governing Board for their approval in October. A vote was taken at the CJIS Governing Board Meeting in October to accept this policy and the vote

passed unanimously.

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privileges. Users may have more than one claim attached to their user profile. The profiles are retained in the User Store within CISS.

These claims provide authorization to search data sources and receive information from participating criminal justice agencies and organizations using a single login process.

The CJIS Roadmap Newsletter also featured a three part educational article on the **CISS Information Exchange**. An information exchange is one of the ways that CISS can facilitate the sharing of information in the criminal justice community by sending well-formed and unambiguous messages composed of data elements electronically from one criminal justice agency to another.

Before data can be exchanged between agencies, it needs to have a common language. To create a standards-based approach, CJIS is using a Information Exchange Package Documentation (IEPD) structure based on a national IEPD. Using this IEPD, document instances (messages) are structured with standardized languages and formats that adhere to agreements made by participating partners.

Once messages are constructed and published, CISS Information Exchanges transmit the information based on pre-

determined routing instructions. In the same way that the United Parcel Service

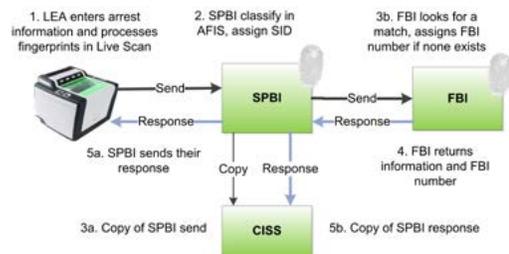


Figure 5. Fingerprint and Identity Process Flow

delivers packages sent from one location to another, CISS is a fast, secure, comprehensive and efficient data delivery system. This exchange of information agreed upon by criminal justice agencies will enable them to make better decisions as a result of being more timely, accurate, and complete.

In August, the CJIS Roadmap Newsletter reported on the state and federal system of identification using **Live Scan**. Live Scan is inkless electronic fingerprinting. Digitizing the

fingerprints enables the electronic transfer of the fingerprint image data along with personal descriptor information to computers at the State Police Bureau of Identification (SPBI) in a matter of seconds instead of the days required to send hard copy fingerprint cards through the mail.

The criminal justice system employs electronic fingerprinting as a means of identification when a law enforcement officer makes an arrest. The system follows a process that starts with law enforcement and travels up to the state and federal level and back. It is a bidirectional system of information sharing that CISS will tap into for Information Exchanges and Search (See Figure 5).



Besides the CISS project, CJIS is also collaborating with other criminal justice groups on information sharing projects. In May, 2012, the Institute for Municipal and Regional Policy (IMRP)

were awarded a \$1.2 million NHTSA grant to support implementation of the Alvin W. Penn Act. In this effort, the IMRP, in consultation with OPM, established a Racial Profiling Prohibition Advisory Board to help oversee the design, evaluation, and management of the racial profiling study mandated by P.A. 12-74 "An Act Concerning Traffic Stop Information."

This project, known as the **Connecticut Racial Profiling Prohibition Project (CTRP3)**, tasks the IMRP, the Advisory Board, CJIS and experts in public policy, civil and human rights, and criminal justice to expand and make available the collection and analysis of traffic stop data in Connecticut. CJIS' role in this project was to develop the electronic collection system and provide data storage. The Connecticut Racial Profiling Prohibition Project marks the first electronic collection system for public consumption of data. The first analysis of the data gathered from October 1, 2013 to April 30, 2014 for the CT Racial Profiling Project was presented in September, with a twelve month report due out in January 2015. The Office of Policy and Management (OPM), with the help of CCSU, will analyze and report this data to the Governor, General Assembly and Public.

In September, the CJIS Governing Board hired **Qualis**  
*Continued on Page-5*

# Farewell and Best Wishes

The year saw a few Governing Board members continuing their journey on a different path.

State Police Commissioner Reuben F. Bradford resigned on February 1, ending his three-year tenure as the first African American to lead the state's largest police organization. Some of Bradford's accomplishments include restoring the state crime lab's national accreditation and significantly expanding the scope of his department's work to incorporate the former Department of Homeland Security and other offices.

On March 14, 2014, Governor Dannel P. Malloy appointed Attorney Erika Tindill to the bench. Judge Tindill served as the Chair of the Connecticut Board of Pardons and Paroles from May 2011 to her swearing in on April 29, 2014. Prior to her appointment, she served as a staff attorney and then deputy director of the New Haven Legal Assistance Association Inc.



Figure 6. Clockwise from the left: Erika Tindill, James Dzurenda, Garvin Ambrose, and Reuben Bradford.

Garvin Ambrose resigned as Victim Advocate for the State of Connecticut In July of this year. Ambrose was appointed Victim Advocate by Governor Malloy in February 2013. Among his accomplishments during his tenure is the effort to effectuate the creation of the Governor's Victims' Rights Enforcement Advisory Commission. Ambrose returned to his hometown of Chicago to accept a new professional opportunity.

In August of this year, James Dzurenda resigned as Commissioner of the Department of Correction. Dzurenda was appointed as Commissioner by Governor Malloy in November 2013. After more than 27 years of state service in Connecticut, Commissioner Dzurenda has accepted the offer of New York City Mayor Bill de Blasio to become the First Deputy Commissioner for the New York City

Department of Correction. In his new position, under the direction of New York City's Commissioner of Correction, Joseph Ponte, Dzurenda will oversee the jails in each of the five New York City boroughs.

CJIS would like to wish Reuben, Erika, Garvin and James congratulations and best wishes. ❖

## Year in Review, continued from Page-4

to provide health check services for CJIS projects. Craig Holt, Director of Business Development for Qualis, will be meeting with stakeholders, Xerox, and the CJIS project team quarterly and will submit a quarterly report to the CJIS Governing Board. They will present their first Quarterly Project Health Check report at the CJIS Governing Board Meeting in January, 2015.

To facilitate a way to plan and execute tasks in an efficient and easily visible process to all concerned parties, the CJIS Technical team is developing a customizable view, called the **Project Tracking Tool**, which will be offered to all criminal justice agencies that consume and publish CISS data.

Using the Project Tracking Tool, stakeholders can quickly

monitor their resources, track project deliverables and milestones, and provide visibility to the details of a project as it progresses from beginning to end. Both agencies and CJIS can use this tool to monitor the tasks and resources as they display in real time. The new tool also allows users to make adjustments where necessary and to download reports for references and for sharing. Stay tuned for more information on this tool in the coming months.

For more information on all of the topics mentioned here, visit the CJIS Website. ❖

For more information on CJIS and CJIS publications, go to [www.ct.gov/cjis](http://www.ct.gov/cjis)



# RMS Certification and Network

The CJIS Business team and the RMS Work Group completed the internal review and updates to the proposed RMS business requirements documents. This includes project planning activities with participating vendors, business requirements review, data mapping, design and construction of hardware and software components necessary to support an integration environment to the law enforcement agency's records management system (RMS).

Connecticut Police Chiefs Association (CPCA), CJIS and BEST technology teams are installing and configuring routers on the Public Safety Data Network (PSDN) to support CISS Information Exchanges with LEAs. As a benefit to the community, this new network supports a high-speed data transmission using selectable committed information rates, FBI compliant data encryption and quality of services. This advanced enterprise level network functionality benefits the CJIS community by providing a reliable and secure data communications and network transport. To date, fifty-four towns have been deployed on the new network (see Figure 7).

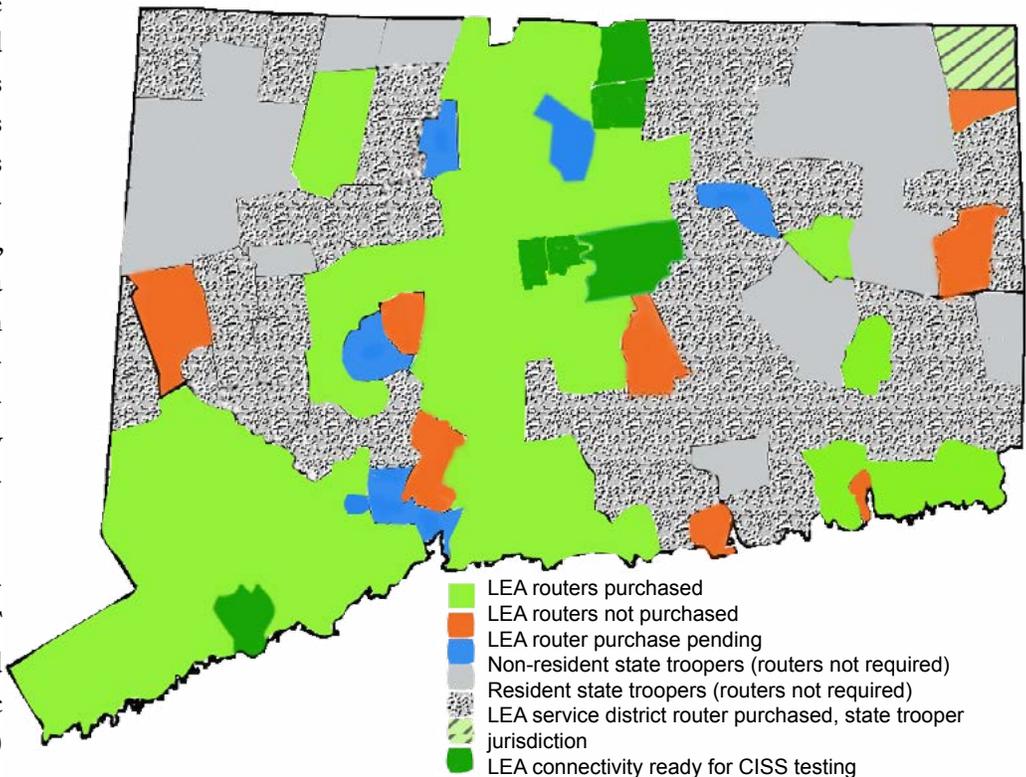


Figure 7. State map depicting router purchase and connectivity status.

The CJIS Technical team completed over 70 percent of the development of IZone application programming interfaces (APIs) that will help vendors and developers to quickly prepare Information Exchange messages. The APIs are expected to be ready for testing in the next couple of months. ❖

**Governing Board, continued from Page-3**

Other votes included accepting the recent FBI update to the FBI Security Policy (v. 5.3), and the vote to decide to continue to support the maintenance of the Offender Based Tracking System (OBTS) until CISS is in production. It was mentioned that some criminal justice agencies rely heavily on OBTS, so maintenance was extended until CISS goes into production.

In other news, the CJIS Technical team played a big role in the successful rollout of the CT Racial Profiling Prohibition

Project. CJIS developed a system with the help of officials at Central Connecticut State University (CCSU) to collect and store traffic stop data in real-time from participating agencies.

The CJIS Governing Board welcomed a new Project Health Check vendor, Qualis, in late September. Qualis produced a baseline report in November on the CISS after doing a survey and interviews. They will use this as a benchmark to compose their first comprehensive Health Check Services report that is due out in January, 2015. ❖

# CISS Project Management 2014 Recap

## Operations - Highlights of 2014

In 2014, CJIS continued preparations for supporting CISS. The CJIS Operations team created an off-site disaster recovery plan, purchased hardware, software. This will allow a disk-to-disk backup system for production that will be housed offsite as a means of disaster recovery.

To ramp up storage for the User Acceptance Testing (UAT) and Production environments, CJIS' Technical team installed additional disk drives. The team also installed and config-

ured server software to support virtual server clusters and high availability. These servers will support a high volume of information and communication traffic on CISS with redundancies to reduce risk of failures.

Early in 2014, the CJIS Technical team executed the initial performance benchmark for infrastructure and external information sources. This system will monitor network and data connections to CISS for health and setup benchmarks to measure the per-

formance against industry standards.

As a way of securing historical and current criminal justice data, the CJIS Technical team replicated the Offender Based Tracking System (OBTS) as a data source for the System Test environment in CISS.

To have a standardized procedure for addressing CISS issues, the CJIS Operations team drafted Standard Operating Procedures (SOP) for CJIS Operations Management. ❖

### Major Accomplishments

1. Created an off-site disaster recovery plan.
2. Installed additional disk drives for more storage.
3. Installed and configured server software to support virtual servers.
4. Executed initial performance benchmark for internal and external sources.
5. Replicated OBTS as a data source.
6. Drafted SOP for Operations Management.

*PM Updates, continued on Page-8*

### 2014 Accomplishments



*CISS Project Management Recap, continued from Page 7*

## Workflows and Information Exchanges - Highlights of 2014

### Automated transmittal of information between agencies

The CJIS Business team completed business requirements for Uniform Arrest Report and Misdemeanor Summons workflows. The scope of these requirements includes electronic submission of incident arrest information by law enforcement systems. It also includes information storage and user access using document management functionality, and the transmission of this information to state agencies to allow stakeholder agency consumption.

The requirements covered several project objectives including the confirmation of arresting data elements and

associated documentation packets, notification and messaging, and agency data transformation using national information exchange standards.

CJIS and Xerox conducted CJIS Community discussions to review Global Federated Identity & Privilege Management (GFIPM) claims process (GFIPM 101) and an Introduction to CISS Architecture (CISS 101). Informational discussions help to educate the stakeholders on how CISS works and improve stakeholder communication.

The CJIS Business team completed

base documentation for Infractions workflow process definitions.

CJIS completed selection criteria to query and transmit Department of Motor Vehicles (DMV) driver history to Division of Criminal Justice (DCJ).

To include functionality to enable users to submit scanned arrest paperwork to CISS, CJIS expanded the scope of Uniform Arrest Report (UAR) Workflow. This will provide a direct interface with RMS systems to facilitate bulk upload of authorized historical data and to transmit new or updated UARs to CISS on an ongoing basis. ❖

### Major Accomplishments

1. CJIS Business team completed requirements for UAR and Misdemeanor Summons Workflows
2. CJIS, Xerox conducted community review of GFIPM, CISS architecture.
3. CJIS Business team completed Infractions workflow base definition requirements.
4. CJIS completed selection criteria to transmit DMV driver history to DCJ.
5. CJIS expanded the scope of UAR Workflow to include scanned arrest paperwork.

*PM Updates, continued on Page-9*

## 2014 Accomplishments



*CJIS Project Management Recap, continued from Page 8*

### Search Releases - Highlights of 2014

#### User search of criminal justice agency data systems

**C**JIS completed the Paperless Re-Arrest Warrant Network (PRAWN) design (CISS will display only active warrants). Working with the Department of Correction (DOC) and DAS-BEST, CJIS downloaded nearly two million inmate photographs into CISS (SR1). The photographs will provide another level of identity when searching for incarcerated persons.

The CJIS Technical team loaded the replication of DOC Visiting History

file. More than 6.2 million records were stored. This provides details on those who have visited prison inmates.

The CJIS Business team worked with stakeholders to obtain requirements for Uniform Arrest Report (UAR) and Misdemeanor Summons.

The CJIS Business team also worked with Paperless Re-Arrest Warrant Network (PRAWN) business and technical owners to identify GFIPM

claim components.

They also established training requirements with Xerox and assigned training tasks.

In planning for future Search Releases, CJIS defined the Search sources and completed business requirements for Criminal and Motor Vehicle System (CRMVS) and Protection Order Registry (POR). CJIS is replicating both data sets.❖

#### Major Accomplishments

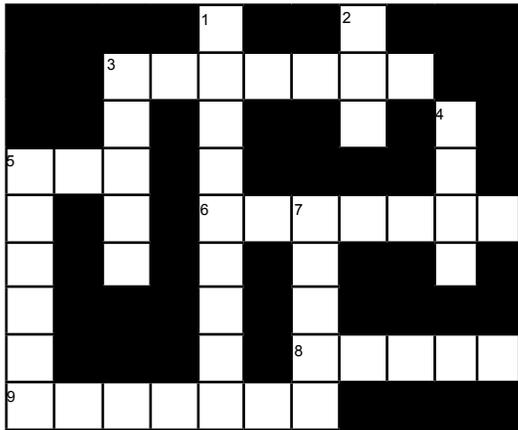
1. Completed PRAWN design
2. Downloaded two million inmate photographs to CISS
3. Loaded the replications of DOC Visiting History file.
4. CJIS Business team obtained requirements for UAR, Misdemeanor Summons.
5. CJIS Business team worked with PRAWN owners to identify GFIPM claim components.
6. Established training requirements, assigned training tasks.
7. Defined Search sources, business requirements for CRMVS, POR.

### 2014 Accomplishments



# CJIS Crossword Puzzle

## Test Your Knowledge and Skill on CJIS and Criminal Justice Vocabulary!



Answers will appear in the January issue of the CJIS Roadmap Newsletter.

Answers to the November puzzle.



### Across

- 3. Short for payment of daily expenses and/or fees of an employee or an agent.
- 5. An integrated database and notification system for orders of individual protection issued or registered with state authorities.
- 6. Break off a legal case with the intention of resuming it later.
- 8. Guidelines and standards for establishing, implementing, and governing federated identity management approaches.
- 9. The collected facts and method adopted by a person who is being sued or accused of a crime in a court of law to protect and take action against a plaintiff's action.

### Down

- 1. A period of time that a person who has committed a crime is allowed to stay out of prison if that person behaves well.
- 2. Peace officer organization.
- 3. To clear someone of guilt, charges, or accusations.
- 4. In common law jurisdictions, a civil wrong, intentional or not, that causes someone else to suffer loss or harm, resulting in legal liability for the accused.
- 5. Took part in a penetrating or critical investigation.
- 7. A person who has the power to make decisions on cases brought before a court of law.



## CJIS Academy

CJIS offers certification classes three times a year for the Offender Based Tracking System (OBTS). The classes will continue to be conducted at 99 East River Drive, 7th floor, East Hartford, CT 06108. For more information and to sign up, visit the [CJIS Academy Webpage](#).

CJIS Support Group:  
860-622-2048  
CJIS Website: [www.cjis.ct.gov](http://www.cjis.ct.gov)

### OBTS Certification Class Schedule for 2015

- Wednesday, February 18, 2015
- Tuesday, June 16, 2015
- Thursday, October 15, 2015

### ~ Meetings ~

#### CJIS Governing Board Quarterly Meeting

January 15, 2015 at 1:30 pm  
Office of the Chief State's Attorney  
300 Corporate Place in Rocky Hill

#### CISS Monthly Status Meeting

January 28, 2015, 1:00 - 3:00 pm  
Criminal Justice Information System  
55 Farmington, 1st floor, Room 1008  
Hartford