

State of Connecticut



# CJIS Roadmap

Criminal Justice Information System

2020 Vol. 9 No. 2

# CISS Project Update

## The Road Forward: Where We Go from Here

As we move further into Phase II, the Criminal Justice Information System (CJIS) is focusing on four key project areas. These are

- **Workflows**
- **Search**
- **Analytics**
- **Infrastructure**

These four areas represent more than 1,000 tasks that will bring more users into CISS, help users realize the full capabilities of the system, and explore CISS's future potential for Connecticut's criminal justice system.

### Workflows

While the search functions in CISS are its most visible product, workflows are an important behind the scenes feature that will bring tremendous efficiencies to users. Some of the workflows include the transmission of the early arrest notifications into CISS and then alert recipients, which is now in effect.

In the future, workflows will transmit the full arrest package through CISS to the Judicial Branch and the Division of Criminal Justice (DCJ). Workflows will also be part of notifications from DCJ and Judicial through CISS to law enforcement and

other criminal justice agencies. CJIS is working with record management vendor NexGen Public Safety Solutions on the development of these workflows. They are being tested now.

Workflows are expected to impact internal agency process that now are manual functions. This will require agencies to review their process and determine future state needs and expectations.

### Search

The CJIS onboarding team is in the process of getting all local law enforcement, the State Police, and other agencies training and access to CISS. As noted in last month's newsletter, the first task of this project for law enforcement is getting police departments connected to CISS through the Public Safety Data Network.

Additionally, CJIS works with the each department's record management system (RMS) vendor to transmit arrest information to other agencies.

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*Figure #1: Image of man building electronic strategic plan*

### CJIS Governing Board

Revolutionary Technology Linking  
Connecticut's Criminal Justice &  
Law Enforcement Community  
2020 Vol. 9 No. 2

[www.ct.gov/cjis](http://www.ct.gov/cjis)



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Comments, corrections, and inquiries  
about CJIS Roadmap and CISS should be  
directed to:

[CJIS.HelpDesk@ct.gov](mailto:CJIS.HelpDesk@ct.gov)

for documentation by the CJIS Help Desk

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### ~ Meetings ~

#### **CJIS Quarterly Governing Board Meeting**

April 23, 2020 at 1:30 pm  
Superior Court Operations Unit  
225 Spring Street in Wethersfield

*For More information about CISS and CJIS  
publications, got to [www.ct.gov/cjis](http://www.ct.gov/cjis)*



# CISS Project Update, The Road Forward

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Figure #2: Image of a compass pointing to the future

CJIS identified 93 law enforcement agencies throughout the state that it plans to connect to CISS. At this time: 16 police departments are sending early arrest notifications 23 police departments have completed search training 43 police departments are securely connected to CISS through a CJIS router.

This is a highly involved process that requires site visits by CJIS staff to fully bring a department online with CISS. To that end, CJIS is working with 44 police departments to fully onboard their departments to CISS. This includes a system demonstration with command staff, developing a custom training plan for each department, and each department identifying what employees will receive training and access to the system.

## Analytics

Analytics is a new, but not unexpected area for CJIS. As CISS has access to more data systems and the ability to sort and analyze data, requests for access or reports has started coming. Some agencies are looking for another source of data to make their jobs more efficient. Some agencies have received mandates from the legislature to obtain and analyze data and reports from CISS.

The Office of Policy and Management (OPM) was mandated to analyze and report on the use of force by police departments. Last month, we told you how this project is being spearheaded by the Central Connecticut State University Institute for Municipal and Regional Policy. With assistance from CJIS, that group will access and process data on the use of force from all policing entities in the state.

The Connecticut Sentencing Commission is another group that plans to analyze data from CISS.

State Marshals are seeking a different service. Marshals serve certain court notices and in the past was given DMV address information through the Department of Administrative Services (DAS). With DAS no longer able to provide that information, the Marshals are looking for a new way to access DMV address records. A CISS viewer portal is being designed to allow them to see DMV driver address information without giving them access to CISS as a whole.

## Infrastructure

The infrastructure project plays the important role of enabling the continued use and expansion of CISS. CISS has been years in the making and, understandably, some software and hardware components need updating or replacing. The infrastructure project will insure that CISS remains a secure, robust information technology platform that provides near real time information to the system's users. This work will be done in such a way to avoid or minimize impact on CISS users.

Since the beginning, CISS has always been a project about looking to the future of criminal justice. Phase I of the project built CISS's foundation. Now it's time to take that foundation and see what improvements and new capabilities can be created to enhance criminal justice in the state of Connecticut.



Figure #3: Image of gear representing the interworkings of what it takes to succeed.

# Governing Board Hears from CJIS, Police, Partner Agencies

The Criminal Justice Information System (CJIS) Governing Board met for the first time in 2020 on January 23. The meeting took place at the Chief State's Attorney's Office in Rocky Hill.

In attendance at the meeting were representative from the Judicial Branch, Office of Policy and Management (OPM), Board of Pardons and Parole (BOPP), Department of Motor Vehicles (DMV), Division of Criminal Justice (DCJ), Department of Emergency Services and Public Protection (DESPP), Chief State's Attorney, Connecticut Police Chiefs Association (CPCA), Hartford Police Department, and Clinton Police Department.

CJIS Co-Chairman Judge Patrick L. Carroll, III, started the meeting and announced that the board would have a new members and co-chairman. OPM named Deputy Secretary Konstantinos Diamantis as the new OPM member of the board.

Judge Carroll said that Deputy Secretary Diamantis has experience with both policy and budgetary matters that will be beneficial to the CJIS Board, especially with obtaining the funding needed to complete the project. Unfortunately, Deputy Secretary Diamantis was not in attendance.

OPM Under Secretary Marc Pelka complimented CJIS on the presentation it gave to Deputy Secretary Diamantis and Secretary McCaw. He said the presentation was able to get into the details of the project, which he believes demonstrates the seriousness that will be applied by OPM.

CJIS Executive Director Humayun Beg said CJIS staff had a productive meeting with Deputy Secretary Diamantis two weeks before the Governing Board

Meeting. The CJIS team was able to meet the new Deputy Secretary and explain the Connecticut Information Sharing System (CISS) project to him. He said OPM Secretary Melissa McCaw is committed to making sure CJIS has the funding to keep the project moving forward.

Director Beg said the CISS project is at a pivotal point with the deployment of the system to partner agencies. The project was difficult to complete, but having the support of the CJIS Governing Board and co-chairs made it possible. This is more complicated than the initial code development because that work was done in-house at CJIS. The project is now at a stage where CJIS is managing parts of a project that are neither under CJIS's technical or budgetary control.

Funding for the project and requests from new agencies for access to CISS and information from CISS continue

to be issues for CJIS, he said.

Director Beg said CJIS Project Manager Christopher Lovell would address the work CJIS is doing with its partner agencies.

## Project Workflow and Integrated Partners

Lovell said that as of December 15, 2019, all source system are now connected to CISS. By bringing DMV information into the system, searches can be indexed with the property record providing more complete and comprehensive information during searches.

Lovell asked Hartford Police Detective Andrew Jacobson to tell the CJIS Governing Board how he has benefitted from the system during his work solving cold cases.

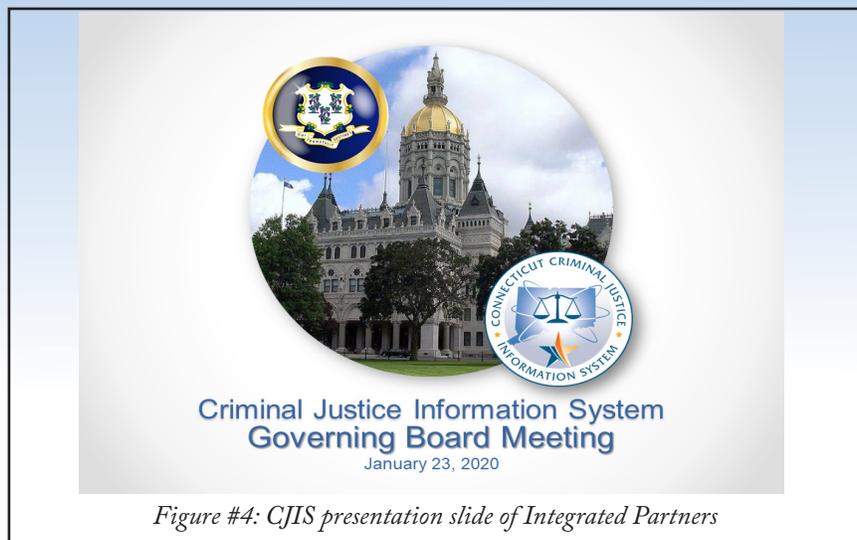


Figure #4: CJIS presentation slide of Integrated Partners

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## *Detective Relates his CISS Use to Governing Board*

Now that all of the search systems are integrated into the Connecticut Information Sharing System (CISS), it is expected to be a tremendous benefit and time-saver for law enforcement.

In fact, at January's Criminal Justice Information System (CJIS) Governing Board meeting, a Hartford Police Detective detailed how CISS is assisting cold case investigations. A brief overview of this story is included in the article about the CJIS Governing Board meeting.

Hartford Police Detective Andrew Jacobson said he has only been using CISS for a short time, but already has found it valuable.

"We're (police) only as good as the information we get and how quickly we get it," Det. Jacobson said. "There was a case back in the 90s where a woman was dragged to death. She was dragged through Hartford into Wethersfield. It was like four-and-a-half or five miles. That was one of the first cases I was able to put through CISS to work on it."

In addition to finding potential suspects, he said, CISS also allowed him to exclude some suspects.

Det. Jacobson said a bunch of tips had come in during the case involving the type of vehicle used and potential suspect. CISS allowed Det. Jacobson and his partner Detective Kevin Salkeld to eliminate possible suspects.

"Years ago we would have had to call people, actually go out and knock on some doors, and try to find some of these people," Det. Jacobson said, "which is important in some aspects, but in other aspects CISS can pull up motor vehicle tickets. It can pull up PR-1s, you know, for a motor vehicle accident. Known relationships of people being together and where they were."

Suspects will say he wasn't near the scene around the time of the incident, Det. Jacobson said. With CISS, police can see that the person got a ticket or were in an accident near the location around the time of the crime.

"There was two bits of information that I was able to come up with that CISS kind of helped me to kind of move it along," he said.

Det. Jacobson said he was actually in a CISS class when they used information about a possible witness to identify the person.

"All I had was that he went by the name one two. I guess he was a boxer or good street fighter or something to that effect," he said. "So in the databases through the DOC or the old COLLECT system, to put in one two,



Figure #5: Detective Andrew Jacobson holding a picture of the road where a crime victim was dragged to death in the 1990s. Photo from the Hartford Courant.

you'd have to actually get the language exactly right. Is it one dash two or one comma two? However they put it in (to the system originally)."

Det. Jacobson said that CJIS Law Enforcement Liaison Patrick Farrell was able to do an open search, similar to doing a search in Google.

"We were able to narrow it down," he said, "where the person's from, height, weight, age. I knew from this being back in the 90s that the guys going to be 50- or 60-years-old right now and we were able to narrow it down to one person, which is great. . . It streamlined it pretty quick."

Inspectors at the time worked tirelessly on the case, Det. Jacobson said. They got information that there was possibly a Nissan Maxima that dragged her.

"We heard black, brown, blue, green. We heard all bits of information," he said. "Through some of the paint transfer information we got, it was a blue car. So now we're knowing blue and Nissan Maxima."

Officers at the time of the incident went to the Department of Motor Vehicles and got the registration for every Nissan Maxima in the state at that time. Those registrations now are in several banker's boxes in the cold case unit.

"While I was just able to go in and query Nissan Maxima color blue, Connecticut, time period," Det. Jacobson said. "Well guess what? I got a list of 16 or 17 cars. So, it's pretty good information."

Det. Jacobson said his partner, Det. Salkeld and another detective recently got a conviction on a 2017 homicide. They used CISS to track down witnesses right away.

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## *Richard Colangelo, Jr. Named Chief State's Attorney*

The Criminal Justice Information System (CJIS) Governing Board will have a new member with the naming of a new Chief State's Attorney. Stamford State's Attorney Richard Colangelo, Jr. was named to the Division of Criminal Justice's (DCJ) top spot at the end of January.

Colangelo joined DCJ in 1993, the year after graduating from Quinnipiac School of Law. He has been with the division ever since.

In an interview with a reporter from CT Mirror, Colangelo said one of his goals is to improve the public's perception of the State's Attorneys and the work they do.

"I don't think we've done a good job throughout the years of promoting what we do and how we do it," Colangelo said. "People come to the system because they're either victims of a crime or they committed a crime. So it's a really bad time in their lives when they're talking to a prosecutor. There should be a human side to what we do."

Colangelo is supportive of the criminal justice system transparency law that passed last year. He hopes that the data produced will help the public better understand how prosecutors work within the system. The passage of the law and the rollout of the Connecticut Information Sharing System are happening as DCJ is building its new case management system.

Modernizing and keeping up with technology has become increasingly important for DCJ. As Colangelo said, digital evidence ". . . didn't exist 15 years ago, not the way that it does now. I mean, every case we have has a digital component to it."

Colangelo's background includes teaching in the Connecticut community college system, the University of New Haven and the National Computer Forensics Institute in Hoover, Alabama.

He also is Chairman of the State Board of Examiners for Psychologists, Chairman of the Easton Police Commission, President of the Human Services Council Board of Directors in Norwalk, a member of the Boys and Girls Club of Redding-Easton Board of Directors, and a member of the Eyewitness Identification Task Force.

Colangelo's first CJIS Governing Board meeting will be April 23, 2020.



Figure#6:  
Chief State's Attorney Richard Colangelo, Jr.

## *Detective Relates his CISS Use to Governing Board*

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Figure #7: Police badge image

"A lot of people involved in some of the more urban homicides, it's bad guys watching bad guys commit these crimes," he said, "so they don't necessarily update their information on the addresses where they're living. Through CISS we were able to narrow it down through a whole bunch of different contacts we had with law enforcement, with other agencies. We were able to track them down and send the subpoenas . . . and actually have them testify.

Det. Jacobson said he knows fellow detectives in the Hartford Police Department Major Crimes Unit use CISS all the time for the cases they are working on.

"It's really something that every investigator should be using," he said.

Even street cops having access to CISS would be beneficial, Det. Jacobson said. In high crime areas, an officer might call dispatchers for information. If it's a busy night, the officer could wait as long as a half-hour to get information.

"Where if they can pull it up on the terminal, they can do it right there to get the information," he said. "It's live. It's real time. It's accurate."

While Det. Jacobson and Det. Salkeld are still working on the dragged woman murder from the 1990s, he said

# Clean Slate Among Legislative Proposals before 2020 General Assembly

A law that would erase most Class C and Class D misdemeanors is among the bills under consideration at the General Assembly this session.

The “Clean Slate” proposal, as written:

- Establishes specific Class C and Class D misdemeanors for erasure.
- An additional charge for erasure includes possession of less than four ounces, but more than one-half of an ounce of cannabis before October 2015.
- Another charge for erasure is possession of less than four ounces of a controlled substance from October 2015 forward.
- Waiting period is seven years following the adjudication of the individual’s most recent felony or misdemeanor conviction on any type.
- Marijuana charges will have no waiting period.
- The erasure is charge-based, not case-based.
- Erasure exceptions are those related to family violence or if the individual has a commercial driver’s license. The license prohibition is to comply with federal anti-masking prohibitions that could cost the state federal transportation funding.
- It excludes offenses involving bodily harm, violent sex offenses, non-violent sex offenses, DUI, and stalking.
- Implementation is October 1, 2021.
- Budget includes \$2 million for the capital bond IT budget. No specific line in the budget indicates those funds are earmarked for clean slate. However, it is a much larger pot of funding to be used for these types of projects. Secretary McCaw is prioritizing clean slate and a statement has been put forward in the budget document saying this.



Figure #8: Image of a blackboard with the words 'A clean slate.'

To prepare for possible passage of the bill, the Criminal Justice Information System (CJIS) held a meeting with the Judicial Branch, Board of Pardons and Paroles (BOPP), Department of Emergency Services and Public Protection (DESPP), Department of Motor Vehicles (DMV), and the Office of Policy and Management (OPM).

CJIS would play a role in the implementation of any legislation on clean slate that becomes law. The Connecticut Information System (CISS) would be the vehicle to transmit erasure notifications to all the affected parties. It also could be used to determine which charges cannot be erased.

The number of individuals impacted, as well as the number of charges that could be erased is unknown. In 2019, Connecticut had 7,700 Class C and Class D charges filed. Some would be eligible for erasure, while others would not.

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# CJIS Training Academy

## CISS Search User

### 2020 Instructor Led Training Schedule



*\*Live Classroom Instructor Led CISS Search Training is for P.O.S.T. (Police Officer Standards & Training) Certification Credit Hours Only. Online Computer Based Training is available for all other CISS Search Users. More dates and locations for CISS Search Training to be announced.*

Check the CJIS Training Academy Page on the CJIS website for schedule updates:

<https://portal.ct.gov/CJIS/Content/CJIS-Training-Academy/Schedule>

Date	Rotation	Time	Address	Classroom
3/11/2020	2nd Wednesday	8:00 AM - 12:00 PM	99 East River Dr. East Hartford, CT 06108	Conference Room #702
3/18/2020	3rd Wednesday	8:00 AM - 12:00 PM	55 Farmington Ave. Hartford, CT 06105	1st Floor Conference Room #1005
4/8/2020	2nd Wednesday	8:00 AM - 12:00 PM	99 East River Dr. East Hartford, CT 06108	Conference Room #702
4/15/2020	3rd Wednesday	8:00 AM - 12:00 PM	55 Farmington Ave. Hartford, CT 06105	1st Floor Conference Room #1005
5/13/2020	2nd Wednesday	8:00 AM - 12:00 PM	99 East River Dr. East Hartford, CT 06108	Conference Room #702
6/10/2020	2nd Wednesday	8:00 AM - 12:00 PM	99 East River Dr. East Hartford, CT 06108	Conference Room #702

#### CISS SEARCH TRAINING OPTIONS

CJIS Academy offers monthly Instructor Led Training Classes, Computer-Based Training online and On-Site Training options for CISS Search User Certification. For more information contact the CJIS Help Desk!

EMAIL: [cjis.helpdesk@ct.gov](mailto:cjis.helpdesk@ct.gov) PHONE: (860) 622-2000

Live phone support\* is currently available on weekdays, Monday through Friday, 8:00 am to 4:30 pm.

\*For all non-urgent support issues, request assistance through the CJIS Help Desk [email](#).



## Clean Slate Among Legislative Proposals before 2020 General Assembly

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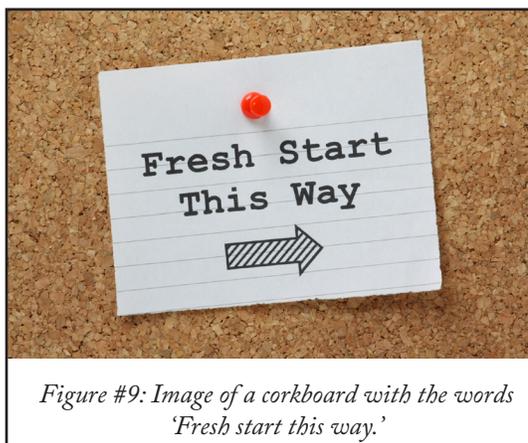


Figure #9: Image of a corkboard with the words 'Fresh start this way.'

Over the past three years, BOPP averaged 750 pardon per year. These included an average of nine convictions per pardon.

In contrast, the proposed legislation calls for the erasure of specific charges. Individuals may be convicted on a number of charges, including a combination of Class A, Class B, Class C, and Class D misdemeanors, as well as felonies.

Additionally, erasures would be automatic once eligibility is met. Individuals would not have to go through the pardon process to have a convicted charge erased.

OPM Deputy Secretary Marc Pelka said that state is contracting with a company that will determine the number of charges eligible for erasure before any legislation would go into effect. This will help agencies be prepared.

Of course with any legislation, what is submitted is not always the final bill or what goes into law. Already, the co-chairs of the legislatures Join Committee on Judiciary announced they plan to amend the bill. Instead of limiting erasure to Class C and Class D misdemeanors, all misdemeanors would be erased after seven years if no additional convictions are obtained. It also would add some low-level felony convictions.

The exact wording of the revised legislation is unknown. It currently is being written by lawyers in the Legislative Commissioner's Office.

The CJIS Roadmap will update readers on the progress of this, and other legislation that may impact the law enforcement community.

## Governing Board Hears from CJIS, Police, Partner Agencies

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Det. Jacobson said police officers working to solve a case are only as good as the information they get. Using CISS, he said he and his partner were able to obtain important information on a cold case from the 1990s.

While the case had not been completed at that time, CISS provided significant information to move the case forward.

In addition to identifying suspects detectives should look at, Det. Jacobson said CISS also was able to eliminate potential suspects.

Det. Jacobson said CISS was able to provide him with two specific items of information that helped move the case along. One of those was the name of a possible witness to the crime.

In the old system said, Det. Jacobson said the name would have to be entered exactly correct. However in CISS, that is not necessary. Information CISS gave him about height, weight, age, etc. allowed him to narrow the name down to a specific person.

CISS also enabled Det. Jacobson to match a car to the person he was looking for.

Before CISS, he said officers sometimes had to contact detectives who long since retired. Now, CISS provides accurate information in near real time.

Det. Jacobson said he knows that officers in the Major Crimes Unit use CISS all the time. He said it is something he believes every officer should use.



### Detective Andrew Jacobson

Hartford Police Department/DCJ Cold Case Unit

**Detective Andrew Jacobson**

- Hartford Police Department 20+ Years
- Hartford Police Detective 16+ Years
- Assigned to CSAO Cold Case Unit 9+ Years

Detective Jacobson has investigated countless crimes against property and persons, along with officer involved shootings.

He regularly uses CISS Search as part of his normal investigative process and finds it a key source of criminal justice information

- Detective Jacobson found relevant information in CISS, related to cold cases going back to 1950s.
- CISS has helped develop leads, locate witnesses, eliminate suspects, and direct his resources more efficiently.
- CISS is a great tool in all aspects of Detective Jacobson's investigations.







*Figure #10: CJIS Boverning Board slide of Det. Jacobson*

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# Governing Board Hears from CJIS, Police, Partner Agencies

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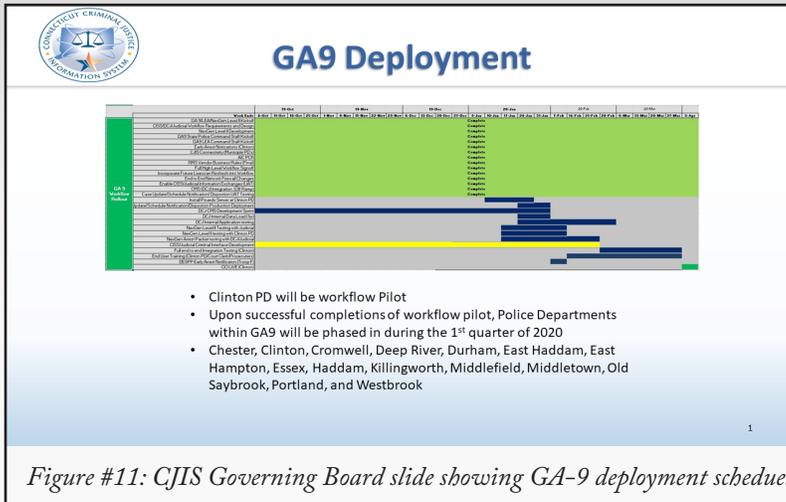


Figure #11: CJIS Governing Board slide showing GA-9 deployment schedule.

Judge Carroll said he appreciated Det. Jacobson coming to speak to the Governing Board. While Board Members can tell the story about what CISS can do, users' experiences make the real impact. Nothing compares to the story that was told by a real detective about how he was able to use it.

Judge Carroll said he believes once police departments start to hear stories about how helpful and time-saving CISS is, they will want to start using it. That's a winning story.

Lovell said that 98% of CISS workflow development is completed.

The next part of the process that will take a concerted effort by CJIS and partner agencies is

integration to court Geographic Area 9 (GA-9). As a result, Lovell said he is no longer the sole project manager delivering on CISS. His role is to help coordinate the work of Judicial, DCJ, DESPP, and local police departments as they connect to the system and integrate workflows. This also includes working with NexGen Public Safety Solutions, the primary record management system (RMS) vendor for the State Police and most of the municipal police department's in GA-9.

Lovell said a number of tasks have to be completed by each of the parties connecting and transmitting information into CISS.

Workflows will eliminate 90 percent of the arrest paperwork that is now delivered to the courthouse and DCJ by police officers, Lovell said.

Clinton Police Chief Vincent DeMaio said eliminating the need to physically transport paperwork will save his department between 15 and 20 hours. This is time officers can now spend in the community.

CJIS is in the process of working with DESPP, Lovell said, as it updates its Live Scan technology for fingerprints and biometric data. The new process would allow municipal police department's RMS systems to communicate with Live Scan and include that identifying information, if it exists, in what is sent to CISS.

## Department of Emergency Services and Public Protection

DESPP Project Manager JoAnne Ramm said the Live Scan update is a project DESPP is doing to replace some very old technology. This will give DESPP the same fingerprint technology that is available to the FBI.

Ramm said DESPP is hoping to have multiple Live Scan and fingerprint locations throughout the state and is partnering with CISS, DCJ, and Judicial to have them in the courts. This will provide a single point of entry of arrest information anywhere troopers need it.

The system is designed to be fully integrated, Ramm said. From entering the information, identifying the suspect, and sending court paperwork, officers will have everything they need. The goal is to eliminate potential errors, re-entering information, and the need for paper files.

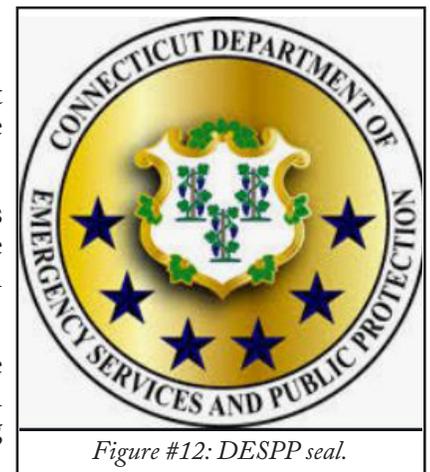


Figure #12: DESPP seal.

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# Governing Board Hears from CJIS, Police, Partner Agencies

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## Judicial Branch

Judicial’s Diana Varese said the courts have made significant progress on their project. Some of the work that Judicial’s project needed to do was updating case initiation and key processing. Some other issues have been legislative changes that required some of the recently completed code to be changed, as well as the loss of much of Judicial’s developer team. This impacted the timeline.

Over the life of the project, Varese said, changes needed to be made, such as bonding and adding fields. She said CIJS has been able to provide resources by loaning an employee. Through all the work that has been done, Judicial has been able to do some testing from CRMVS to DESPP.

Lovell said once schedule notifications from Judicial are in production, CISS will be able to send those to NexGen RMS police departments that are sending early arrest paperwork.

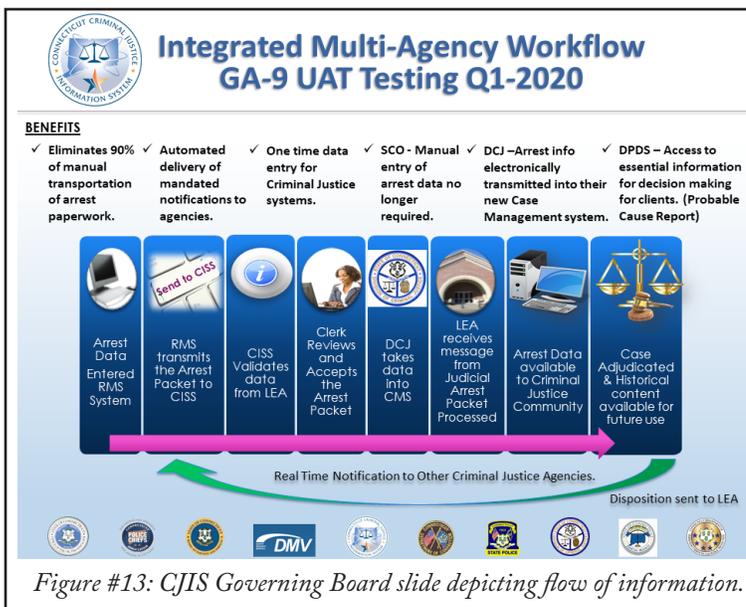


Figure #13: CJIS Governing Board slide depicting flow of information.

## Division of Criminal Justice

DCJ Project Manager Evelyn Godbout said the division is implementing an electronic database that includes E-Prosecutor. DCJ has been fortunate to also benefit from a CJIS resource employee.

One of the benefits of DCJ’s system will be that all of the information will be located in a single system. DCJ will be able to receive documents at the same time as Judicial, redact those documents, and send the information to downstream agencies electronically. It will no longer need employees to enter information from police departments. DCJ employees also will be able to search information from one system statewide, something it cannot do now.

Godbout said the project with CISS had brought down walls that enable DCJ to get all kinds of information from police, from Judicial, and from other agencies.

Lovell said the project has a lot of people bringing a lot of work and information to the table.

Director Beg said a lot of effort is being put into the project by the partner agencies. CJIS also is putting a lot of effort in to help the partner agencies succeed.

## Project Search and Onboarding

Project Manager Sean Bucher said before everything gets into production, CJIS is going to connect each agency’s user acceptance testing environment to mimic the reality of the process from arrest through the court process. The project is getting to the point where everything will be tested repeatedly. With successful testing, it will move to deployment.

Now that all the search system are available in CISS, Bucher said CJIS is working to get the word out to users potential users. CJIS hopes this will encourage police departments to contact CJIS for training. To accelerate the process, CJIS would need additional staff to complete all the steps to the onboarding process.

Because police departments are busy and the onboarding process is complex process, Bucher said CJIS employees help out by going to departments to help with the work.

Bucher said early arrest paperwork transmission code development with NexGen is essentially completed. Now,

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# Governing Board Hears from CJIS, Police, Partner Agencies

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concentration is being put on coding for the full arrest packet. CJIS is testing this with NexGen now.

Bucher said, after the holidays, CJIS was contacted by police departments and agencies that want to get more users trained and into the system. Over the course of the project, 756 users have logged in to CISS and conducted searches.

Bucher said 16 police departments are sending early arrest information, accounting for 2,147 people using workflows. When the electronic dispositions from Judicial are in production, a number of new police departments will be able to go online.

Search numbers were down for November and December, Bucher said, because the systems was moving into production and search could only be done in the test environment. These searches are not tracked.

## Project Closeout

CJIS Program Project Manager Mark Tezaris said one of the things that will help CJIS bring more users online is resources. He said CJIS plans to hire and devote more resources to this.

Tezaris said CJIS began working on Phase II of the project while it was completing Phase I. The vendor is working to fix one remaining defect in the system for Phase I. CJIS hopes the vendor will have this completed by February. He said it is withholding \$1.1 million in payments to the vendor to ensure the work is completed to CJIS's satisfaction.

Tezaris said that for Phase II of the overall CISS project, a number of sub-projects are taking place. Items are classified as projects if they require 25-work-hours or more. These come under the umbrellas of: Workflow Deployment, Search Deployment, Infrastructure Projects, Reports and Analytics Projects, and Potential New Projects.

In addition to deploying workflow, onboarding search users, and upgrading the system's infrastructure, Tezaris said CJIS receives about one request per month for access. One of the most recent projects is with the Department of Administrative Services (DAS) and DMV to give State Marshals access to information. Those agencies have two full-time people doing a job that, with about 65-work-hours, CISS can automate. Those two full-time employees can now work on other tasks.

Tezaris said that with all the projects going on, CJIS has developed a project plan to better schedule the work and manage the resources. The plan will help track what is going on with each of the projects and measure whether projects critical to the success of other projects are meeting their timelines.

One of the key factors that will determine the success of the CISS project is funding, Tezaris said. After a good meeting with OPM, CJIS feels more confident about receiving the funding needed. OPM is aware of the critical date of April 2020 for CJIS to receive the bonding money for the project.

Tezaris said one of the steps CJIS is taking is to look for ways to reduce expenses such as vendor costs. CJIS was able to reduce some of its vendor software costs, telephone costs, and printer/copier costs. He said the agency will continue to look for more ways to save money.



Figure #14: CJIS Governing Board slide showing Phase 2 projects.

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# Governing Board Hears from CJIS, Police, Partner Agencies

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While CJIS is in the process of rightsizing its current employees Tezaris said it still needs to hire some. One of these is a system administrator to help manage the more than 400 servers CJIS uses. Two of the difficulties CJIS has had in hiring for this position is the pay and that the position is durational. CJIS is looking at options, such as hiring an intern and training them to do the work.

## Project Health Check

Todd Priest of Comagine Health said one of things he hears from stakeholders is that some agencies are very involved in the project and will be ready for the impact workflow will have on their processes. Other agencies are questioning whether or not they will be ready for workflow. CJIS should communicate with the different agencies to see if they are prepared and what needs to be done to prepare.

Overall, Priest said perception of the project has improved greatly since the health checks that were done in 2014. People at the different agencies have really bought into the project. Now is the time to bring all the agencies together for discussion and planning session, especially those who have not been as involved in the project. That will help energize the project even more.

This was the last Project Health Ckeck that will be performed by Comagine.

Judge Carroll said the board understands that funding, especially bonding, is critical to the success of the project. The fact that the legislature has not passed the bond package and that the Bond Commission has not been meeting is part of the problem. He said he hopes having the Deputy Secretary Diamantis on the board will help with that.

Hearing from the other agencies working on the project was a good addition to the meeting, he said. It gives the board insight into how the project will impact those agencies and the state’s criminal justice system.

