CRIMINAL AND JUVENILE JUSTICE INFORMATION SYSTEMS
(CJJIS) COUNCIL

MINUTES OF MEETING
Thursday, July 16, 2015 11:00 a.m.
Sawgrass Marriott, 1000 PGA Tour Boulevard
Ponte Vedra, FL 32082

Members Present:
Robert Musco, Chief, Green Cove Springs Police Department
Jennifer Cook Pritt, Designee for Commissioner Rick Swearingen, Florida Department of Law Enforcement (FDLE)
Carolyn Timmann for Clerks, Martin County Clerk of Circuit Court and Comptroller
Mary Fahlstrom, Designee for Don Eslinger, Sheriff, Seminole County
Hamilton Davies for Katherine Fernandez Rundle, State Attorney's Office, Eleventh Judicial Circuit
Stacy Scott, Public Defender, Eighth Judicial Circuit
Alan Neubauer, Designee for PK Jameson, Office of State Courts Administrator (OSCA)
Brandon Layne, Designee for Lee Massie, Chief, Kissimmee Police Department
Scott Morgan, Designee for Secretary Christina Daly, Department of Juvenile Justice (DJJ)
Robert Fields, Designee for Terry L. Rhodes, Department of Highway Safety and Motor Vehicles (DHSMV)
Eleese Davis, Designee for Secretary Mike Carroll, Department of Children and Families (DCF)

Members Absent:
Carolyn Snurkowski, Designee for Attorney General Pam Bondi
Lincoln M. Quinton, Designee for Secretary Julie Jones, Department of Corrections (DC)
Gina Giacomo Designee for Tena Pate, Chair, Florida Commission of Offender Review (COR)
Larry Ashley, Sheriff, Okaloosa County

WELCOME MEMBERS and OPENING

Chair Musco welcomed Council members and attendees and called the meeting to order at 11:00 a.m.

Minutes of the January 21, 2015 CJJIS Council Meeting

Chair Musco requested approval of the minutes of the January 21, 2015, CJJIS Council meeting. Assistant Commissioner Pritt moved and Clerk of Court Carolyn Timmann seconded the motion to adopt the January 21, 2015 minutes. Motion passed.

ITEM 1
Judicial Inquiry System (JIS)
Information Resource Management Consultant Kimber Perkins
Office of State Courts Administrator (OSCA)
Information and Discussion

Chair Musco recognized Information Resource Management Consultant Kimber Perkins of OSCA. Ms. Perkins provided the Council with an overview of the new JIS, a web-based application that meets CJIS Security Policy and secondary authentication requirements. JIS consists of three distinct applications: JIS Manual Search, Jessica Lunsford First Appearance Calendaring System (JLA), and Active Warrant Alert Calendaring System (AWACS).

JIS development includes, but is not limited to: move to a single URL, backed by a load balanced web farm; server upgrades, transition to a .Net environment; and ownership by OSCA of the source code and rights. The new JIS offers users a Home screen to display active alerts and provides live notification of system alerts to users while logged into the system. Additionally, JIS offers new troubleshooting features, such as access to raw data responses, search parameters, and logging tools, and enhanced audit reporting capabilities. The system now allows for automatic refreshing of First Appearance calendars and control of event processing county by county for their First Appearance calendar.

Upcoming enhancements include the ability for users to run audit reports on their transactions; the ability for agency Terminal Agency Coordinators (TAC) to run audit reports on their users' transactions; and the ability to display out-of-state driver license photos. Users will see side-by-side comparisons of subject and can display the Offender Based Transaction System (OBTS) number. The ability to selectively print subjects on a calendar and calendar management by counties with multiple First Appearances are also part of the enhancement list. OSCA is also hoping to offer users the ability to retrieve driver license transcripts.

The Council questioned the following areas:
- What is the approximate time involved for training? The training is typically two to three hours.
- Regarding the driver license transcripts, will the transcripts be certified? OSCA wants them to be and staff is working to have that capability.

ITEM 2
Update on Implementation of 2014 House Bill (HB) 7141 – Relating to Human Trafficking
Statewide Human Trafficking Prevention Director Kimberly Grabert
Florida Department of Children and Families (DCF)
Information and Discussion

Chair Musco recognized Statewide Human Trafficking Prevention Director Kimberly Grabert of DCF. Director Grabert updated the Council on the implementation of 2014 HB 7141, which has multiple requirements. DCF was required to develop or adopt screening and assessment instruments for the identification, service planning, and placement of sexually exploited children. In response to the requirement, DCF created the Human Trafficking Screening Instrument (HTSI), which is currently being piloted in two counties and is used by DCF, DJJ, and

Community Based Care (CBC) centers. The HTSI prevents duplication of work and ensures sharing of information among agencies.

HB 7141 requires specialized intensive training of child protective investigators (CPI) and case managers who handle cases involving sexually exploited children. DCF created a six hour specialized training for CPIs, Hotline personnel, and CBC staff. Human trafficking related incidents account for 20-25% of DCF's children each day.

The law requires the definition and identification of a safe house and safe foster home and mandates the creation of a certification process for licensed safe houses or foster homes. Safe houses and safe foster homes are required to be inspected prior to certification and annually thereafter. HB 7141 specifies the contents of training for foster parents seeking the safe foster home designation. Definitions were created, and they are now going through the rule making process. To further meet the requirements of the law, DCF hired a Regional Human Trafficking Coordinator to lead the project, and the department is engaging stakeholders regarding residential treatment center requirements. Devereux Florida and Citrus Health Network created 24-hour standard foster parent training curricula.

HB 7141 requires residential treatment centers to provide specialized treatment for sexually exploited children in the custody of DCF who are placed in the facilities. DCF initiated a work group including Substance Abuse and Mental Health (SAMH) and Agency for Health Care Administration (AHCA). SAMH research will address concerns regarding trauma-informed treatment.

The law requires DCF to assess service needs and system gaps; draft local protocols and procedures; and provide a case manager and a case plan for these children. DCF created a Statewide Service Array Workgroup and a Statewide Council on Human Trafficking to work with this mandate. There has also been a community-wide response with regions developing local response protocols, and the implementation of a statewide Multidisciplinary Staffing (MDT) process. MDT ensures that all entities are on the same page and responding the same way. Each DCF circuit has a task force, and each task force is community driven. DCF provides technical support to regions, task forces, and law enforcement.

HB 7141 requires DCF to develop recommendations for comprehensive programs and services for victims of human trafficking and create and maintain an inventory of human trafficking programs and services in each county. DCF created the Statewide Council on Human Trafficking. Attorney General Pam Bondi serves as the Chair, and DCF Secretary Carroll serves as the Vice Chair.

The following questions were posed at the end of the presentation:
- Regarding the specialized training for safe houses and safe foster homes, is local law enforcement alerted on the home locations? Each task force has law enforcement representation, and law enforcement is often involved in the location choice.
    - Follow-up comment: Maybe consider establishing an Intel flag in the FCIC to alert telecommunications personnel of the locations.
- Have you found a link between human trafficking victims and children with special needs? Anecdotally, yes that link has been noted.

ITEM 3
FirstNet
Major Ryan Burchnell
Florida Highway Patrol (FHP)
Information and Discussion

Chair Musco recognized Major Ryan Burchnell of FHP. Maj. Burchnell briefed the Council on FirstNet and its Florida component FloridaNet. FirstNet will use a section of broadband which will service public safety; provide priority access to public safety users; accommodate data, video, images, and texts; and make non-mission critical voice calls. FirstNet is an independent authority under the U.S. Department of Commerce, National Telecommunications and Information Administration (NTIA). DHSMV Executive Director Terry Rhodes is Florida's State Point of Contact (SPOC) for FirstNet. To make FirstNet a nationwide network, all states must have a local broadband access network (BAN) that can connect to FirstNet. Like Florida, each state must choose whether to "opt-in" and accept the FirstNet Plan or "opt-out" and build its own network.

Florida's FirstNet entity is called FloridaNet, and representatives from state, local, regional, and tribal emergency responders and designated public service organizations within the state serve on the FloridaNet Executive Committee. The first of two phases, which includes planning, consulting and development activities is ending, and the second phase is set to begin in late 2015 to early 2016. The second phase will focus on asset or real data collection, i.e., existing infrastructure, user requirements, network hardening, and resiliency requirements.

Once the FirstNet Executive Committee decides what to build, the committee will provide the plan to the Governor, who will have 90 days to review. If Florida chooses to opt-out, the Federal Communications Commission (FCC), NTIA, and FirstNet must approve Florida's plan, and if those three entities do not support the Florida plan, Florida automatically becomes a part of FirstNet.

The following questions were posed at the end of the presentation:
- Does this extend beyond government use? In other words, would a utility company be able to use it? Yes, that is where the definition of public safety comes in. The FirstNet Executive Committee suggested using a tiered definition approach.
- When will it become available? The report will go out the end of 2015/early 2016, and it is estimated that Florida would be ready in three to five years.
- Is there a hidden tax to the taxpayer? It is not known yet.

ITEM 4
Rapid ID Status Update
Major Ryan Burchnell and Government Analyst II Amanda Wiggins
Florida Highway Patrol and Florida Department of Law Enforcement
Information and Discussion

Chair Musco recognized Major Ryan Burchnell of FHP. Major Burchnell provided an overview of the FHP Rapid ID Program, which started as a pilot with FDLE in 2006 and went into full production in January 2010.

In 2010 using a Homeland Security Grant, FHP deployed 1685 mobile devices to all troopers through the rank of captain. The devices provide troopers the ability to identify individuals using fingerprints. The response back to the device takes less than one minute, generally within 27 seconds. If there is a match to a record, the system returns wants, warrants, and the rap sheet. Since 2008, the FHP Rapid ID Program has submitted 30,503 transactions, with a total of 5,776 positive hits, and of the 5,776 positive hits, 2,404 of the identifications led to an arrest.

Major Burchnell provided a recent success story in which the subject, who was pulled for a traffic stop due to a stolen tag, fled on foot. Upon capture, the subject provided a false name. Rapid ID was used, and a positive ID was made on a Department of Corrections escapee with a nationwide pick-up warrant. When the subject's vehicle was searched, a stolen shotgun, believed to be used in a recent murder, was found in the trunk.

Major Burchnell also briefed the Council on future enhancements being considered. The Georgia Bureau of Investigation has proposed and is prepared to share Georgia's rapid ID database with Florida and Alabama. Likewise, Alabama is preparing to initiate a rapid ID program and wants to build their program with a three-way sharing of Georgia, Florida and their own rapid ID databases.

The following questions were posed at the end of the presentation:
- What is the threshold for use of Rapid ID during a roadside stop? Rapid ID is used when the subject has no identification and the driver's license name is not found in DAVID.
- Is there a degree of comparison or is it an automatic hit? It provides an automatic response from FALCON.

Chair Musco recognized FDLE Government Analyst II Amanda Wiggins. Ms. Wiggins provided an expanded view of the FALCON Rapid ID Program. Although the devices are primarily used for roadside stops by FHP, sheriffs' offices, and police departments, the Florida Wildlife and Conservation Commission (FWC) uses the devices for vessel patrol, remote wilderness patrol, and in the state parks. Devices are also being used for booking and intake, release from custody, DNA confirmation, first appearance, probation supervision, serving warrants, homicides and crime scenes, and sex offender registration. Rapid ID use is also being reviewed and considered for identification verification at sentencing.

The following questions were posed at the end of the presentation:
- Once an agency purchases the devices, are there additional costs? There are service and maintenance costs.
- If Rapid ID moves into the sentencing phase, how would the data be transferred? The system would be used to confirm identity. We are looking at way to place a livescan into each courtroom.
- What about promise to appear scenarios? We are trying to merge Rapid ID with the promise to appear process.

<table>
<tr><td>**ITEM 5**
Florida Information Sharing Environment
Special Agent in Charge Donna Uzzell
Florida Department of Law Enforcement
Information and Discussion</td></tr>
</table>

Chair Musco recognized Special Agent in Charge (SAC) Donna Uzzell of the FDLE. SAC Uzzell provided an overview of the Florida Information Sharing Environment. After 9/11, there was a realization that data sharing needed to be escalated. Florida had the Computerized Criminal History (CCH) repository and recognized that the key was held in the record management systems (RMS). SAC Uzzell explained that Florida was already ahead of the rest of the nation with data sharing initiatives, such as Finder and Smartcop.

Approximately two years ago, the Domestic Security Oversight Council recognized the importance of data sharing but realized that Florida's data sharing funding was starting to diminish and that we needed to find a more sustainable way of supporting the initiatives. Florida needed to shift from "soft funding" to more concrete funding. The Council established a steering committee and developed framework for moving forward. The framework included, but is not limited to:
- Creating a core repository of data;
- Leaving analytical functions to local agencies;
- Establishing one node to N-DEx;
- Condensing data sharing user agreements;
- Creating standards; and
- Establishing privacy and public records policies; and leveraging existing funding and capabilities.

The steering committee decided to initiate an Intent to Negotiate (ITN) that uses three existing projects that have access to FLEX and use the ITN for the replacement of RLEX. The contract with the vendor is expected to be in place the end of September 2015. Vendor(s) awarded the contract must provide FLEX to all law enforcement agencies in the state.

<table>
<tr><td>**ITEM 6**
Computerized Criminal History (CCH) Modernization Update
Director Charles Schaeffer
Florida Department of Law Enforcement
Information and Discussion</td></tr>
</table>

Chair Musco recognized FDLE CJIS Director Charles Schaeffer, who updated the Council on the status of the CCH project. A vendor (Thinkstream) was chosen, but the bid was protested due to concerns about the vendor's solvency. After a second review process, G-Com was selected as the new vendor, but the G-Com bid was protested by CPI. CPI agreed to a settlement, so FDLE can now move forward negotiation a contract with G-Com. Once the contract is finalized, we anticipate the replacement of the 45 year old CCH to take 18 to 24 months.

ITEM 7
Federal Bureau of Investigation (FBI) Audits
Planning and Policy Administrator Charles Murphy
Florida Department of Law Enforcement
Information and Discussion

Chair Musco recognized Planning and Policy Administrator Charles Murphy of FDLE. Mr. Murphy briefed the Council on the preliminary results of the FBI's triennial audit of Florida conducted on May 4 – 8, 2015. FBI teams performed audits around the state. The following is a synopsis of the preliminary results:

NICS Audit at FDLE: There were no areas of non-compliance

MECOM Data Audit of Multiple Local Clerks of the Courts: There were no areas of non-compliance; however, the FBI did find that not all data from the clerks had been entered into MECOM.

N-DEx Audit: The FBI found two areas of non-compliance: Need to use Purpose Code "J" when conducting criminal justice searches, and need to ensure N-DEx is only for authorized purposes.

Criminal Justice Information Technology Audits: Recommendations were made to ensure FDLE and agency personnel have security awareness training; ensure local agencies use advanced authentication; and ensure local agencies encrypt all network segments and protect data at rest.

Non-Criminal Justice: The FBI found that local agencies need to encrypt segments that transmit criminal justice information.

The following questions were posed at the end of the presentation:
- How often does the FBI perform the audits in Florida? Every three years
- What is the common thread among the agencies? Agencies need more training. FDLE offers training through formal training classes, the symposium, and the Regional Work Group meetings.

ITEM 8
Legislative Updates
Assistant Commissioner Jennifer Cook Pritt
Florida Department of Law Enforcement
Information and Discussion

Chair Musco recognized Assistant Commissioner Jennifer Cook Pritt of FDLE. Assistant Commissioner Pritt provided the Council with a handout outlining FDLE's 2015 Legislative Session Highlights and also briefed members on some of the items FDLE is proposing in their Legislative Budget Request (LBR) for 2016. FDLE will share the 2016 LBR proposal with associations, but emphasis is being placed on:
- Infrastructure improvements, especially the Pensacola Regional Operations Center;
- Year three funding for the CCH project and year two funding for ATMS;
- Competitive pay for forensic/crime lab analysts and supervisors;
- Positions for use of force investigations;

- FDLE Bill to include juvenile record seal and expunge language; and
- The 943 Basic Recruit Training Test and continuity of the test.

ITEM 9
National Crime Statistics Exchange (NCS-X)
Deputy Director April Cross
Florida Department of Law Enforcement
Information and Discussion

Chair Musco recognized Deputy Director April Cross of FDLE. Deputy Director Cross briefed the Council on the status of the NCS-X project. Currently, FDLE is seeking a planning grant to explore the feasibility of Florida transitioning to incident-based for crime reporting. Both the Florida Sheriffs Association and the Florida Police Chiefs Association have been briefed on the topic, and after the planning grant review process is complete, FDLE will continue to work with the associations to make a joint decision on the direction of the project.

The following questions were posed at the end of the presentation:
- While in the planning stage, is public perception being considered along with the technical issues? Yes, we are aware and will include it as part of our communication plan. If we move forward with incident-based reporting, there will be dual reporting of summary and incident-based for several years.

ITEM 10
Body Worn Camera (BWC) Committee Update
Director Charles Schaeffer
Florida Department of Law Enforcement
Information and Discussion

Director Schaeffer provided the Council with a status on the BWC Technical Committee. The committee met in March, and since that time, Director Schaeffer has attended multiple BWC meetings across the nation. The BWC issue is complex and to narrow down the task for the committee will require guidance.

The issues discussed in the March meeting are similar to those being discussed in other jurisdictions. How much data should be stored and for how long; what format; where should the data be stored? Senate Bill 248, which was signed by the Governor in May 2015, states the data should be retained for a minimum of 90 days, but a ceiling and other parameters need to be established, such as is data stored in raw form or redact, etc. A cost analysis should be performed to determine if Florida should stand up a storage facility or utilize the cloud. Storage would be measured in petabytes.

Decisions also need to be made concerning when the officer turns the camera on or off? If the camera is "on" the entire shift, then that action will require a large amount of storage. To place the storage issue into perspective, Council member Robert Fields stated that for 1300 to 1400 officers using their dash cameras all day would equate to a quarter of a petabyte or one gigabyte per officer per day.

ITEM 11
CJJIS Council Strategic Plan Adoption
Facilitator William Kearney
WBKEARNEY & Associates
Action Item

Chair Musco recognized Facilitator William Kearney of WBKEARNEY & Associates who presented the newly revised CJJIS Council Strategic Plan. The proposed strategic plan was briefly discussed.

> ➤ **Motion: Ms. Mary Fahlstrom moved that the Council members adopt the CJJIS Council Strategic Plan as written and presented. Ms. Stacy Scott seconded. Motion adopted.**

ITEM 12
CJJIS Council Strategic Plan Work Plan and Formation of Committees Based on the Adoption of the CJJIS Council Strategic Plan
Facilitator William Kearney
WBKEARNEY & Associates
Action Item

Chair Musco recognized Facilitator William Kearney of WBKEARNEY & Associates who presented the CJJIS Council Strategic Plan's Work Plan. The presentation also included a brief description of the structure for the four committees: Data, Resource, Communications, and Emerging Technology. Each committee will have a Council member, who will serve as chair, and an FDLE member assigned to each committee to help coordinate the meetings.

Committee assignments are as follows:
- Data: Mr. Hamilton Davies (On August 31, 2015, Mr. Davies learned that he would not be able to chair the Data Committee. Mr. Scott Morgan has accepted the committee chairmanship.)
- Resource: Ms. Carolyn Timmann
- Communications: Assistant Commissioner Jennifer Pritt
- Emerging Technology: Mr. Lincoln Quinton

The committees will use their respective portion of the provided work plan and will formalize action details for their objectives. Chair Musco requested the committees meet on a quarterly basis, but clarified that the meetings do not have to be in person. Quarterly updates should be sent to Chair Musco and FDLE, so the documentation can be kept current.

Council membership is up to each committee chair, and Chief Musco asked Council members to contact the appropriate committee chair, if the member wishes to make a recommendation to a committee.

Mr. Kearney asked the Council to review a couple of areas of the work plan that needed to either be edited or expanded.

- Data Objective 1, Measure 3: Change to "Acceptance of new standard annually."
- Data Objective 2, Measures: The Committee will work on the measures.
- Emerging Technology Objective 1: Look at things as it relates to the cloud.
- Emerging Technology Objective 7: The Committee will work on the measures.

CLOSING REMARKS

Chair Musco reminded everyone that the January meeting will occur at the Staybridge Suites on January 20, 2016 in Tallahassee. Additionally, in keeping with the plan of scheduling meetings one year in advance, the July 2016 meeting will occur during the 2016 CJIS Annual Training Symposium at the Omni Orlando Resort in ChampionsGate the week of July 18 through 22.

Chair Musco thanked members for their attendance. The meeting was adjourned at 2:09 P.M.