

**CRIMINAL AND JUVENILE JUSTICE INFORMATION SYSTEMS  
(CJJIS) COUNCIL**

**MINUTES OF MEETING**

**Wednesday June 7, 2000**

The meeting was called to order by Chairman Daryl McLaughlin at 8:40 a.m. at the Florida Department of Law Enforcement Headquarters in Tallahassee, Florida.

**Members Present:**

Chairman Daryl McLaughlin, Assistant Commissioner, Florida Department of Law Enforcement  
Vice Chairperson Karen Rushing, Clerk of the Court, Sarasota County  
Lawrence W. Crow, Sheriff, Polk County  
Bob Dillinger, Public Defender, Six Judicial Circuit  
John Agliato for Earl Kellow, Designee for Secretary Michael W. Moore, Department of Corrections  
Randy Esser, Designee for Executive Director Fred Dickinson III, Department of Highway Safety and Motor Vehicles  
Dan Zinn for Barry Krischer, State Attorney, Fifteenth Judicial Circuit  
Jerry Brown, Sheriff, Santa Rosa County  
Mike Frances for Jimmie Henry, Chair, Florida Parole Commission  
Kevin Anderson for Larry Hart, Chief, Ft. Myers Police Department  
Mike Love for Ken Palmer, State Courts Administrator  
Jackie Suttle for Steve Casey, Designee for Secretary Bill Bankhead, Department of Juvenile Justice

**Members Absent:**

Carolyn Snurkowski, Designee for Attorney General Robert A. Butterworth  
Sid Klein, Chief, Clearwater Police Department

**WELCOME NEW MEMBERS**

Chairman Daryl McLaughlin recognized and welcomed new members:  
Chief Larry Hart, Ft. Myers Police Department represented by Major Kevin Anderson  
Sheriff Jerry Brown, Santa Rosa County Sheriff's Office  
Designee Steve Casey for Secretary Bill Bankhead, represented by Jackie Suttle, Department of Juvenile Justice

Chairman Daryl McLaughlin gave his condolences for the passing of Chief Hart's mother.

Chairman Daryl McLaughlin asked members to introduce themselves.

### **LEGISLATIVE ISSUES**

Chairman Daryl McLaughlin provided a Legislative update:

Florida law enforcement officers received 3% buyback on retirement. The Florida Department of Law Enforcement received:

- \$1 million for ICHN II, combined with grant funds for a total of \$4 million

The FDLE will create a more user-friendly rapsheet with images/mugshots for the criminal justice community. The FDLE will also look at creating a more user-friendlier rapsheet for the public

- \$1.5 million for maintenance for the FCIC/AFIS systems (non-recurring)
- \$350,000 to replace FDLE's UPS for FCIC

### **APPROVAL OF MINUTES**

#### **APPROVAL OF THE MINUTES OF THE NOVEMBER 16, 1999 MEETING** **APPROVAL OF THE MINUTES OF THE MAY 1, 2000 CONFERENCE CALL**

The Council unanimously approved both minutes.

### **ITEM 1**

#### **Address CJNet group reports and prioritize CJNet needs** CJJIS Council Member

Chairman Daryl McLaughlin advised that on June 6, 2000, CJNet planning sessions were conducted. He advised that there were two groups: (1) Law Enforcement, which he facilitated and included the Sheriffs Offices, Police Departments, Department of Juvenile Justice, Department of Highway Safety and Motor Vehicles and the Department of Law Enforcement; and (2) Courts, which the CJJIS Council's Vice Chairperson Karen Rushing facilitated and included State Courts Administrator, Public Defender, Department of Corrections, Florida Parole Commission, Clerks of the Court, Attorney General and State Attorney.

## Courts-CJNet Application/Priority

Vice Chairperson Karen Rushing addressed each CJNet application/priority for the Courts-CJNet Planning Session:

### Application (by priority):

1. **Sharing of local information** - A way to get access through a point or a single engine; pictures, dispositions, marital status, etc. Obtain information that already exists but there is no connectivity to the databases.
2. **Development of an enhanced e-mail system that would allow a secure/reliable delivery of information** - Being able to move in a direction of having subpoenas served on law enforcement in this method. Also, warrants being provided to sheriff's offices through e-mail.
3. **Video Conferencing** - Deposition for expert testimony, out of state witnesses, law enforcement opportunities for deposition by video. The courts indicated the great need for video in all kinds of court proceedings.
4. **Integration of education, social services and treatment information on CJNet** - Giving a broader picture of information available about individuals.
5. **Creation of an application to capture violent/suspicious death and medical examiner information that will integrate to VICUS** - This would allow the capture of additional information to assist in profiling crime in Florida.
6. **GEO mapping Template** - This would create a user interest in using the resources of CJNet.

There were no comments from the Council or audience. A motion was made by Mr. Randy Esser to accept the applications/priorities and seconded by Sheriff Crow. **Priorities were accepted without objection.**

## Law Enforcement-CJNet Application/Priority

Before Chairman McLaughlin discussed the needs of the Law Enforcement group he went over some CJNet projects that had been brought up during the session that are on going at this time, including

- ◆ Gang Information
- ◆ Crime Trax, a method to determine if people who are under electronic monitoring supervision by the Department of Corrections have been in the vicinity where a crime has occurred. This issue is being worked on now with the Department of Corrections (with grant funds).

- ◆ Statewide Pawn Shop (property recovery) Database - \$1,000,000 was received this year to begin developing the database. The piece of legislation to accompany the money did not pass. FDLE will begin the development of the database and next session will request the supporting legislation.
- ◆ ATMS II - Law enforcement has an interest in being able to determine what applicants' prior employment history was, "why they separated from their last employment." This data is currently available on-line.

Chairman McLaughlin then addressed each CJNet application/priority for the Law Enforcement-CJNet Planning Session:

**Application (by priority):**

1. **Clearinghouse of inmate data for county jails** - Would be a way to identify persons who are currently in jail. This will assist law enforcement when other counties are pursuing warrants or seeking someone in an active criminal investigation. The vision is to be able to provide a common interface where there would be one stop shopping to inquire on a person who may be housed in a local facility with the idea of moving toward state and federal facilities as well.
2. **Photo database/central repository/fingerprints** - Explore creating a photograph database to allow us to share inmate images, DL images and juvenile images. Allow us the opportunity to explore photographic lineups on-line. Create the opportunity to share and download information from regional photographic files, inmate files.
3. **Virtual Task Force for Information Sharing - Chat Room to provide for visual communication** - Adhoc basis - agencies that are investigating crimes to come together over the CJNet and create chat rooms. To exchange not only text but images, photographs and conduct a video conference.
4. **"Emergency Management"/Disaster Preparedness - Database/Information Exchange** - Use not only for a data repository but an opportunity to alert Floridians, law enforcement and the public generally of emergency situations.
5. **Website NINJA File** - Used to alert narcotic investigators, to the fact that a neighboring jurisdiction is investigating the same suspect incident. Officer safety issue.
6. **DJJ recommendation to SAO** - This item will not only be helpful to the DJJ but to the courts and law enforcement. Automating the recommendation that DJJ makes to the SAO with respect to what happens to a juvenile offender in court. Allow that information to be automated and exchanged freely across the CJNet at the time, so law enforcement may have an opportunity to comment on the recommendation at the same time.

7. **Court Dockets/Schedules** - Available now. The more sophisticated clerk offices have them online, but want to put this on the Web and allow us all to exchange and share information.
8. **Automated/Printed (UTC) Uniform Traffic Citation** - For sharing information and assisting in the issue of profiling.
9. **Closed circuit deposition/testimony** - Explore using the CJNet for closed circuit testimony and depositions. FDLE is currently putting together a pilot with a court in central Florida to allow our own lab analysts to provide testimony in court via the closed circuit means.

There were no comments from the Council or the audience. Mr. John Agliato moved to accept and Sheriff Crow seconded the motion. **Priorities were accepted without objection.**

#### **OTHER ISSUES DISCUSSED IN CJNET GROUP SESSIONS:**

Chairman McLaughlin urged each member to go back to look at Chapter 943 and pull the sections that deal with the CJJIS Council. The Council's duties specifically include these issues:

1. **Uniform standards** for the development of systems - The CJJIS Council must become more active in the developing of standardized data elements, definitions and other standards for hardware, software and communications to facilitate information sharing. So, as local jurisdictions begin to create or upgrade their systems, they can go to the CJNet web site and find out what they need to do to make them consistent to integrate with other systems statewide. This will assist them in making their purchases appropriately.
2. **Expand CJNet access.** The Council must work collectively to expand access to CJNet services. For example, there are nearly 2000 highway patrol officers in Florida and only a hand full have access to the CJNet. The technology is not in their cars to allow them CJNet access. Other agencies also have limited access to the CJNet applications.
3. **Economy/efficiency/cost for technology.** The CJJIS Council needs to explore coming together with a state contract-type arrangement where we can buy technology at a reduced cost.
4. **Search engine for CJNet.** If we are investigating an individual and we want to know who else is working on this person, CJNet should be able to do a search of all the data bases that are accessible and bring back a compilation of everywhere this person is mentioned.

Vice Chairperson Rushing indicated that there was pressure being put on the Clerks Association on the recording of documents. Legislation that was enacted, requiring Clerks to put recorded information on the Internet by year 2002. So this may be an approach for this Council to begin looking at to start laying the foundation for public agencies to get in a position to put this data in some type of automated form that pointers can be connected to (over the next years).

Mr. Dillinger indicated that both groups seemed to think that video conferencing is the way to go. To do that, CJNet needs to be upgraded and the Council needs to get together as a group to get the Legislature to give us the money. Mr. Agliato asked if the Council was going to look at the commonalties across both groups because the top priority for both groups was sharing of local data. If we create one priority that has the strength of both groups, this will be forceful.

Chairman McLaughlin suggested that the two groups' proposals be included in our CJJIS Council Strategic Plan that will be submitted to the Governor. Each Council member will have an opportunity to review the plan prior to it being submitted. FDLE staff will take each item and explore how to proceed (cost/impact). We will discuss further at the next meeting how to proceed to accomplish some of these items

Vice Chairperson Rushing added that the Court group mentioned as a policy consideration, to try to market the benefits of the CJJIS Council. Also, to ensure coordination of the CJNet with national efforts.

**ITEM 2**  
**Telecommunications Work Group**  
**Current Status of the CJNet**  
**Certificates for Network Security**  
**CJNet Application Requests**

Mr. Tom Watkins advised that the Council Members could find in their agenda the CJNet applications that had been reviewed and the minutes of Telecommunication Work Group meetings. Mr. Watkins summarized a couple of things that had happened:

Certificates of the Public Key Infrastructure are now available for CJNet customers. They give a secure as well as a certified way of exchanging information and putting information out. Also, he congratulated the Florida Department of Highway Safety and Motor Vehicles, because the Driver License Information Retrieval System is now available on the CJNet using the certificate process.

Mr. Watkins also covered 4 areas of application requests that were significant:

1. **Clerks of Court requesting TELNET access into their database for access to information they maintain** -The Telecom Work Group elected to blanket approval these types of requests so the work group doesn't have to go through

each individual request if a Clerk decides they want to make their data available via TELNET. The request will be automatically approved by the Telecom Work Group and will not go through the review process.

2. **Guidelines for links to other useful sites** - This is information currently available on web sites, but not on the CJNet; however, this information would be of utility to the criminal justice community. The Telecom Work Group decided that links to other useful sites are necessary for CJNet, with guidelines on how they will be placed on the CJNet. A draft of guidelines has been distributed to the Work Group and is now under revision. Eventually, when an agency indicates there is a useful place to go to but it is not a CJNet application, we will have a vehicle to allow a link to it (directory of services).
3. **COPES access** – COPES had been assessable via CJNet. There was an architecture change by the Department of Management Services that would have been a security risk to CJNet and its constituents. This would have required opening incoming non-standard communication ports to CJNet. The Telecom Work Group decided not to allow the kind of access that COPES was proposing. FDLE and DMS staff came to a common ground that allowed a solution acceptable to both FDLE and DMS, which allowed us to keep the access to COPES.
4. **Application to allow access to a jail management system and an application called BSO picks (photos of inmates) from Broward County Sheriff's Office** - A problem was the application itself, required the installation of a client piece on each individual workstation that would be accessing the application (client service application). There was not a question about the need for the application or the requirement, but there was a question about the implementation method. For that reason, it was elected to go back to Broward Sheriff's Office and explain to them that at this time, until the application is web enabled, we would not allow the application to come up on CJNet.

Chairman McLaughlin asked if the web enabled standard should be something that we should look at to include in our CJNet standards. Mr. Watkins reminded Chairman McLaughlin that about a year ago standard ports that would run for CJNet were presented to the Council. Those ports were discussed by the Telecom Workgroup and reported back to the Council with the decision not to accept the client server applications.

Vice Chairperson Rushing asked about CJNet firewalls and whether they are necessary. Mr. Patten spoke at the June 6<sup>th</sup> meeting from the original design of the FCIC network, in that there were no access points going outside of the network to the Internet or to COPES, SAMAS, etc. It was strictly a line between FDLE and criminal justice agencies. Once it became the CJNet, FDLE started putting lines out to the SAMAS and on the Internet. There was a requirement that we put more protection in, so the firewalls were established.

Chairman McLaughlin commented that CJNet is a closed secure Intranet for criminal justice. The Council needs to do everything they can to avoid the possibility that someone could breach that security safeguards are necessary.

Mr. Dillinger indicated that he thought the certificate process that we were going through was to ensure levels of access and security. Mr. Watkins agreed, but wanted to make sure everyone understood the public key infrastructure capability does not cover all sensitive applications and has not been implemented in all agencies.

Chairman McLaughlin indicated what FDLE is going to do for the public defenders, providing the CCH (under Chapter 119, public access) over the Internet, at no charge. Mr. Watkins indicated there is a pilot with a credit card out on the Internet now. In addition to this, there will be the capability for known users to register and have the same capability without a credit card.

As of June 6<sup>th</sup>, possibly 20 or more certificates were issued, based on bringing up the first application. Chairman McLaughlin explained that what this means is, if you are an agency authorized by law to have access to the DL photo, someone in your agency has to be appointed point of contact, to authenticate your valid users. This will assure DHSMV that when they give their information out it is going to someone who is entitled to it. Mr. Esser thanked Mr. Watkins for his opening remarks about the digital image of driver license photos. It took a great deal of effort from FDLE to get both agencies to agree on how to do this and the security involved, using certificates.

Chairman McLaughlin asked how the issue of private groups on the CJNet had been resolved. Mr. Watkins explained that there is a draft guideline. This would be a link on a CJNet web site to other useful sites. Chairman McLaughlin asked if this means the connection can go out but they cannot come back in. Mr. Watkins replied yes. This will be discussed further at the next meeting.

### **ITEM 3**

#### **Finalize Mission Statement**

Mr. Kevin Patten presented the recommended CJNet Mission Statement for approval by the Council:

To enhance public safety by providing access to criminal justice information throughout the State of Florida by providing a network which promotes cost-effective information sharing and timely and appropriate access to both local and State information for criminal justice agencies, while recognizing the independence of each agency.



After discussion, Vice Chairperson Rushing made a motion to approve the mission statement with striking the words: "providing access to criminal justice information throughout the State of Florida by" as being redundant.

The following Mission Statement was unanimously adopted.

**To enhance public safety by providing a network which promotes cost-effective information sharing and timely and appropriate access to both local and State information for criminal justice agencies, while recognizing the independence of each agency.**

#### **ITEM 4** **Status Report on ICHN II**

Ms. Jean Itzin reported FDLE started a series of major system upgrades with the replacement of the FCIC network, message switch, workstation software and FCIC hotfiles system; and the next big project is the replacement of the Computerized Criminal History (CCH) system. She indicated that the CCH system has been around since 1971 with some enhancements of capacity. However, we are reaching the capacity for the file. Also, AFIS was a component that was added to the CCH file in the 1980's. In the next 3 years FDLE plans to replace its CCH and AFIS databases. It will be a comprehensive criminal justice criminal record system. We want to develop user groups to make sure FDLE is getting a comprehensive view of the whole system, from all perspectives, with emphasis on local data providers and users. To date, FDLE has been:

- Attempting to hire the Project Manager.
- Surveying all 50 States to see who has recently upgraded their CCH system. This will allow us to gather some good ideas and we won't have to reinvent the wheel.
- Contacting The SEARCH Group to ask for their technical assistance.

Chairman McLaughlin thanked everyone for their help on the NCHIP funding (those on the Federal Funding Work Group), as the Legislature has indicated that FDLE should look for other sources to fund this project. He indicated that he would appreciate the continued support for the project, as CCH will serve us all.

Mr. Mike Love (OSCA) indicated that the Federal Funding Work Group had discussed the possibly of reviewing the process as it currently exists and looking to see if the process is what is needed in the future verses the past. Ms. Itzin indicated that FDLE thinks it is critical to take a fresh look at the whole criminal justice process and not to try to recreate our current CCH system as it exists today. We will pursue exactly what the Federal Funding Work Group suggested (not be married to old ideas on how we handled the data).

Sheriff Brown indicated that the equipment used for AFIS was provided by FDLE, however the local level has to pay the maintenance cost. He only knew of one vendor that provided maintenance for their piece of equipment and the maintenance cost was outrageous. So, when looking at upgrading the system, look at finding a reduced maintenance cost to help local law enforcement on their contracts with the equipment that is doing the automated fingerprints. Director Uzzell indicated that FDLE is renegotiating with Printrak on a statewide contract. Mr. Watkins said that it would still be very high. Chairman McLaughlin asked are we "wedded" to Printrak? Ms. Owens said we are questioning this now. We are looking at a new criminal record system that includes photos, criminal records and fingerprints. We will have to consider our embedded base of the equipment throughout the entire State, which is Printrak (AFIS) equipment. We have got to either make sure that all of that equipment is upgraded to accommodate the new system or take it into consideration to continue functioning in the new system.

Vice Chairperson Rushing commented that at the time of the analysis of the system, particular attention be paid to the issue of "nice to know need to know." At the level where all the data is collected at the Clerk's office, she indicated that it is very difficult and costly to keep people trained on all the rules.

The CJJIS Council is the Legislative established over-site advisory group of the project. Ms. Itzin let the Council know that an e-mail would be coming asking for a recommendation from their areas for someone to serve on an advisory group.

#### **ITEM 5**

#### **New Information Sharing Work Groups**

Ms. Iris Morgan informed the Council of a Technical Information Sharing Work Group at the Regional level. It has been suggested that there is a need for a Work Group with a broader technical audience to talk about some of the CJNet deployments, issues surfacing there and very importantly, to get local agency representation on the Telecommunications Work Group. Right now the Telecommunications Work Group has been dealing with agencies at the State level and have really not had a lot of active participation from local police or sheriff's departments.

There was a preliminary meeting in Miami with some local agencies to discuss this idea, and it was received very well. Mr. Ira Feuer was elected Chairman and will be appointed to the Telecommunication Work Group for the Miami Region. Mr. Marty Zaworski out of the Broward County Sheriff's Office was elected Vice Chairman. Ms. Morgan asked for the Council's approval to pursue this effort throughout the rest of the State in the other regions and to seek their concurrence to have those individuals represented on the Technical Work Group

Committees. Mr. Zinn asked if this would include the State Attorney's, Public Defenders and the other agencies in the Miami area? Ms. Morgan indicated that any criminal justice agency that is participating on the criminal justice network would be invited to participate in these technical Work Group discussions, focusing on the technical aspects not the policy.

Chairman McLaughlin asked for a motion in support of this effort and it was unanimously approved.

**ITEM 6**  
**Address proxy rights/selection**

FDLE Assistant General Counsel John Booth addressed the question of whether a member of the Council could vote by proxy or in absentia. He advised the Council that the information on this was limited, but the most pertinent authority found is Florida Attorney General's Opinion No. 78-117 (Sept. 19, 1978), that addressed whether it is possible for an absent board member to authorize a proxy vote at community college board of trustees meetings. In essence, the rule is, in the absence of statutory authority, board members have to appear in person and vote; you cannot vote by proxy. Mr. Ramage's recommendation was that a CJJIS Council quorum must be based on the actual CJJIS Council Members present. Substitutes on behalf of the Council Member cannot vote. The CJJIS Council Member can be considered attending if by speakerphone or video-conferencing.

Vice Chairperson Rushing asked if there was a difference for state agencies? Mr. Booth indicated he felt it would based on a provision in Chapter 20 dealing with agency organizations. The Executive Director or Secretary will be presumed to be able to delegate his/her duties unless there is a statute to the contrary.

Chairman McLaughlin asked Mr. Booth to put together based on his research a paper on how this should operate, (with rules on how to handle delegates).

Vice Chairperson Rushing asked if there were any possibility that the Council could hold meetings using video conferencing. Chairman McLaughlin said we could also find places more convenient than everyone having to drive to Tallahassee every time.

Meeting adjourned 10:10 a.m.