

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

**MINUTES OF MEETING
Thursday, October 25, 2012 – 1:00 P.M.
WebEx, FDLE Headquarters, 2331 Phillips Road
Tallahassee, FL**

Members Present:

Mark Zadra, Designee for Commissioner Gerald Bailey, Florida Department of Law Enforcement (FDLE)
Scott Morgan, Designee for Secretary Wansley Walters, Department of Juvenile Justice (DJJ)
Gina Giacomo Designee for Tena Pate, Chair, Florida Parole Commission (FPC)
Denise Rodenbough for Robert Fields, Designee for Julie Jones, Department of Highway Safety and Motor Vehicles (DHSMV)
Robert Musco, Chief, Green Cove Springs Police Department
Eleese Davis, Designee for Secretary David Wilkins, Department of Children and Families (DCF)
Cheryl Strickland for Marsha Ewing, Martin County Clerk of Court
Doug Smith, Designee for Secretary Ken Tucker, Department of Corrections (DC)
Mary Fahlstrom 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
Matthew Immler, Chief, Boynton Beach Police Department
Carolyn Snurkowski, Designee for Attorney General Pam Bondi
Elisabeth Goodner, Office of State Courts Administrator (OSCA)

Members Absent:

Jeffrey Dawsy, Sheriff, Citrus County

WELCOME MEMBERS and OPENING

Chair Musco welcomed Council members and attendees.

Minutes of the May 9, 2012 CJJIS Council Meeting

Chair Musco requested approval of the minutes of the May 9, 2012, CJJIS Council meeting. Council members moved and seconded motion to adopt the May 9, 2012 minutes. Motion passed.

ITEM 1

Security Awareness Training

Mr. Larry Coffee

Florida Department of Law Enforcement

Information and Discussion

Chair Musco recognized Mr. Larry Coffee of the FDLE. Mr. Coffee briefed the Council on one of the new changes to the FBI CJIS Security Policy that requires security awareness training for persons who have consumer level access to criminal justice information. Security Awareness Training has been required since 2004 for those individuals querying transactions in Florida Crime Information Center/National Crime Information Center (FCIC/NCIC), as well as those working on systems that access this information. The change to the policy now includes the group of persons who, in the course of their duties, may not run transactions in FCIC/NCIC but who read or have access to criminal justice information (i.e. criminal justice executives, judges). Persons who are currently required to complete CJIS Certification to access FCIC/NCIC will meet this requirement through that certification. The remaining individuals who are consumers of information will be required to complete this training separately. The new requirement takes effect January 2013; training is provided by FDLE and available online.

- FDLE will prepare a statement on this change to the CJIS Security Policy. Council members agreed to forward to their respective agencies and associations.

ITEM 2

Uniform Crime Reporting

Mr. Chuck Murphy

Florida Department of Law Enforcement

Information and Discussion

Chair Musco recognized Mr. Chuck Murphy of the FDLE. Mr. Murphy briefed the Council on the status of the Uniform Crime Reporting (UCR) System redesign. FDLE surveyed several reporting agencies seeking input on how they currently submit data and how the UCR is processed within each. This information was combined with other communication efforts and evaluation to create a focus group for this project. The enhancements will not change the reporting of uniform crime data, just the method in which agencies submit the data. However, the process at the state level for how Florida submits data to the FBI will change with the new system. In addition to the crime data currently collected, the new system will also capture cargo theft, hate crime data, and sworn and non-sworn employee counts. Florida has also begun including number of correctional officers killed in the line of duty on our report, in addition to the law enforcement officers killed in action. FDLE anticipates providing local agencies with

the interface control document by July 1st to allow for preparation for the new system to go live July 1, 2013.

ITEM 3
HB 1355 Relating to Protection of Vulnerable Persons and the
Florida Administrative Message (FAM) Update
Mr. Travis Paulk
Florida Department of Children and Families
Information and Discussion

Chair Musco recognized Mr. Travis Paulk of the DCF. Mr. Paulk briefed the Council on HB 1355. DCF worked closely with the Florida Sheriff's Association, Florida Police Chiefs Association and FDLE to implement the requirements of HB 1355. The law was effective October 1, 2012 and requires all citizens to report any suspected or known child abuse to the DCF abuse hotline. Any person who knowingly fails to report commits a felony of the third degree. The law requires the Hotline to transfer all non-caregiver allegations of abuse or neglect to local law enforcement. The abuse allegations are transferred by FAM to the sheriff's office and may be routed to the police department if that is the agency of jurisdiction. The Council discussed potential communication to police departments and sheriff's offices to ensure that they address internal policies accordingly. Director Uzzell briefed the Council on the status of the initial committee formed on this issue (comprised of sheriff's offices, police departments and DCF) that recommended reconvening near the end of the 2012 calendar year to evaluate the status of bill implementation.

ITEM 4
Master Name Index Sharing
Major Brett Norton
Florida Department of Fish and Wildlife Conservation Commission (FWC)
Information and Discussion

Chair Musco recognized Major Norton of the FWC. Major Norton briefed the Council on the status of the master name index sharing project. The need exists for a state level computer-aided dispatch system that would allow all state law enforcement to be connected and know any given officer's location in the event of an incident. This system uses GPS technology to aid in faster responses for agencies such as Florida Highway Patrol and FWC. The project is currently aimed at state law enforcement with the possibility of expanding to county and municipal law enforcement agencies.

- Charlie Schaeffer to discuss with Major Norton and Major Williams standards and the possibility of including standards in the invitation to negotiate. Denise Rodenbough to consult with Director Jones and notify the Council to incorporate additional communication in the statewide newsletter.

<p>ITEM 5 Search Warrants Mr. Charlie Schaeffer Florida Department of Law Enforcement Information and Discussion</p>

Chair Musco recognized Mr. Charlie Schaeffer of the FDLE. Mr. Schaeffer briefed the Council on electronic search warrants and a recent meeting he participated in with Palm Beach County Sheriff's Office, Manatee County and their clerks offices and legal staff. For several large counties, the distance and time required to travel for the purposes of obtaining a search warrant is extensive and by the time the warrant is issued evidence is often destroyed. Several agencies inquired whether electronic signatures could be used for issuing search warrants. The question with using electronic signatures involves how to authenticate and verify the identity of the officer making the request. This concern brings back the issue of identity management. Mr. Schaeffer is researching identity management for FDLE and will brief the Council at future meetings.

- Charlie will reach out to the Office of State Courts Administrator, Florida Association of Court Clerks and the Palm Beach County Sheriff's Office to explore the use of electronic signatures and if legislation is necessary. Topic is designated as an informational update for the Council's next meeting.

<p>ITEM 6 Computerized Criminal History (CCH) Modernization Project Mr. Charlie Schaeffer Florida Department of Law Enforcement Information and Discussion</p>

Chair Musco recognized Mr. Charlie Schaeffer of the FDLE. Mr. Schaeffer updated the Council on the status of the CCH Modernization project. The workgroup completed the Strategic Needs Assessment and subsequent Request For Information. Recommendations were provided to the Florida Legislature through a Schedule IV-B to purchase a product that will be customizable for Florida's requirements.

<p>ITEM 7 For Your Information Mr. Charlie Schaeffer Florida Department of Law Enforcement Information and Discussion</p>
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Chair Musco recognized Mr. Charlie Schaeffer of the FDLE. Mr. Schaeffer briefed the Council on several national projects. Three new standards are in the final stages of approval. The first, latent prints standard, will allow for the sharing of information between states, another standard will allow for the searching of palm prints nationally and the last will support facial recognition and rapback at the national level. As these standards and specifications are passed and adopted at the federal level, Mr. Schaeffer will bring them to the Council for further discussion and adoption for Florida.

ITEM 8
Florida Law Enforcement eXchange (FLEX)
Ms. Sonja Guthrie
Florida Department of Law Enforcement
Information and Discussion

Chair Musco recognized Ms. Sonja Guthrie of the FDLE. Ms. Guthrie updated the Council on the FLEX project. The objectives of the project remain the same: to enable law enforcement data be shared throughout the state, the control and maintenance of the data remains with the regional systems, the standard being adopted is the National Information Exchange Model (NIEM), and to have the ability to connect to the Law Enforcement National Data Exchange (N-DEX) in the future. The five regional systems are collecting and sharing data among agencies in their respective regional systems. It is anticipated the regional systems to be connected via FLEX by the end of 2013.

ITEM 9
Judicial Inquiry System (JIS)
Mr. Alan Neubauer
Office of State Courts Administrator
Information and Discussion

Chair Musco recognized Mr. Alan Neubauer of OSCA. Mr. Neubauer briefed the Council on the JIS project. The project is moving forward and the new application is expected to go live in spring 2014.

Chair Musco asked the attendees if anyone had additional information to share with the Council. Director Donna Uzzell of FDLE mentioned two initiatives from the Federal Bureau of Investigation; the violent felon and denied persons files. The violent felon file consists of persons associated with a violent crime or persons suspected of making a threat to law enforcement. The denied persons file contains persons who've been denied a firearm. Council members interested in participating in further discussions for either of these initiatives should contact Director Uzzell directly. FDLE will also be contacting respective associations to notify of these topics.

CLOSING REMARKS

Chair Musco thanked members for their attendance. The meeting was adjourned at 2:57 P.M.