

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

**MINUTES OF MEETING
Wednesday, August 2, 2006 – 10:00A.M.
FDLE Headquarters, 2331 Phillips Road
Tallahassee, FL**

Members Present:

Chair Marsha Ewing, Clerk of the Court, Martin County
Electra Bustle, Florida Department of Law Enforcement (FDLE)
Jane McElroy, Designee for Secretary Anthony Schembri, Department of Juvenile Justice (DJJ)
Scott McPherson, Designee for Secretary James M. McDonough, Department of Corrections (DC)
Debbie Cline, Designee for Elisabeth Goodner, State Courts Administrator (OSCA)
Mark Kohl, State Attorney, Sixteenth Judicial Circuit
John Douglas, Designee for Monica David, Chair, Florida Parole Commission (FPC)
Raymond Marsh, Designee for Director Fred O. Dickinson, Department of Highway Safety and
Motor Vehicles (DHSMV)
Chief Dorene Thomas, Chief, Pinellas Park Police Department
Don Hunter, Sheriff, Collier County
Marilyn Miller, Designee for Bob Dillinger, Public Defender, Sixth Judicial Circuit

Members Absent:

Carolyn Snurkowski, Designee for Attorney General Charlie Crist
Richard Roth, Sheriff, Monroe County

WELCOME MEMBERS and OPENING

Chair Ewing welcomed council members and attendees, recognizing new council members Ms. Electra Bustle, representing the FDLE and Ms. Elisabeth Goodner, representing the OSCA. Chair Ewing recognized Chris Ferris with a gift in appreciation for his hard work in assisting the CJJIS Council. Chair Ewing opened the floor to members to share updates of ongoing agency projects. Status reports were provided by council members, including DHSMV's DAVID system, DC's OBIS system, FDLE's sexual offender watch list, and DJJ's employee verification system.

Minutes of the January 4, 2006 CJJIS Council Meeting

Chair Ewing requested approval of the minutes of the January 4, 2006 CJJIS Council meeting. The January 4, 2006 minutes were adopted.

ITEM 8

(This item was moved to the front due to a scheduling conflict)

Update on FLEX

Sheriff Don Hunter
Sheriff, Collier County

Information and Discussion

Sheriff Hunter briefed Council Members on the Florida Law Enforcement eXchange (FLEX). On August 1, 2006, an Invitation To Negotiate (ITN) was published to identify the application to be used for the three remaining regions, Tallahassee, Ft. Myers and Miami. Phase 1 included data mapping, which resulted in identifying 360 common datasets within existing regional systems and mapping of regional sharing solutions to the FLEX target model. Federal DHSMV grant funds were approved to acquire the metadata and metadata administrators. Phase 2 included regional law enforcement exchange, which will allow the last three regions to connect to the state system. It is anticipated that by the end of October, 2006, a contract connecting the last three regions will be in place. (See attachment for Sheriff Hunter's presentation)

ITEM 1

CJNET Upgrade

Mr. Kevin Patten
Florida Department of Law Enforcement

Action Item

Chair Ewing recognized Mr. Kevin Patten of the FDLE. Mr. Patten informed the council that the CJNet has reached a point in its evolution that a major upgrade of bandwidth is necessary. Currently there are 700 -750 connections to various local, state and federal law enforcement agencies. A majority of the CJNet lines are 56 K lines. AFIS and FCIC constitute a large portion of the traffic that is sent through the CJNet. The decision of which sites to upgrade will be based on the number of FCIC connections currently in existence with each agency. Mr. Patten asked for support from the council to upgrade the 56K lines as FDLE moves forward in the legislative request in seeking legislative authority to spend FDLE Operating Trust Funds to upgrade the 56K lines.

Chair Ewing opened the floor to council members. The council discussed the number of T1 vs. 56K lines (approximately 150 T1 lines and 550 56K lines). Council member Electra Bustle asked Mr. Patten about the type of traffic on the CJNet. Mr. Patten indicated that 17% of the traffic is currently site-to-site traffic and FDLE is seeing more agency-to-agency communication as far as the amount of traffic being sent than the AFIS and FCIC traffic combined.

Council member Scott McPherson asked Mr. Patten if livescan information travels on the CJNet. Mr. Patten indicated that livescan traffic travels on the CJNet and these transactions are

compressed by FDLE and reduced to 1 megabyte in size and an uncompressed transaction is 10 megabytes.

- Motion: Council member Mark Kohl made a motion that the CJJIS Council endorse action item 1 as written, which would allow FDLE to seek legislative authority to spend Operating Trust Fund dollars to upgrade CJNet 56K lines. Council member McPherson seconded the motion. Motion adopted.

ITEM 2 CJNET Redesign Mr. Kevin Patten Florida Department of Law Enforcement Action Item

Chair Ewing recognized Mr. Kevin Patten of the FDLE. Mr. Patten informed the council that a redesign of the CJNet is necessary in order to more efficiently process communication flowing through the network. All data flowing between the CJNet sites must first transit Tallahassee before traveling on to its final destination. Although this design still works today, it is necessary to explore options to redesign the CJNet.

Mr. Patten asked the council for support in addressing the need for exploring a CJNet network redesign and assigning this task to the Telecommunication Workgroup.

- Motion: Council member McPherson made a motion that the CJJIS Council endorse action item 2 as written, which would allow FDLE to explore the need to redesign the CJNet and assign this task to the Telecommunication Workgroup. Council member Kohl seconded the motion. Motion adopted.

ITEM 3 CJNET - DHSMV Funding Issue Mr. Raymond Marsh – Department of Highway Safety and Motor Vehicles Mr. Joey Hornsby - Florida Department of Law Enforcement Action Item
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Chair Ewing recognized council member Raymond Marsh of the Florida Department of Highway Safety and Motor Vehicles (DHSMV). Council member Marsh informed the council that DHSMV has one line in Tallahassee in which DAVID traffic flows in and out and have 51 Florida Highway Patrol stations that are individually connected to the CJNet. Over the years, traffic on the CJNet has increased and the CJNet is the conduit for the FHP's stations across the state when sending e-mail and administrative messages. Most local and state agencies have local administrative networks that handle all administrative traffic and the DHSMV believes that traffic on CJNet should be criminal justice information flowing between criminal justice agencies that have a legitimate criminal justice need to get that information.

Council member Marsh asked the council to support DHSMV in seeking direct funding from the legislature that would allow the 51 FHP lines currently directly connected to the CJNET to connect these lines to the DHSMV network.

Council member Marsh introduced Mr. Joey Hornsby of the FDLE who addressed that FDLE is in full support of the DHSMV effort to seek direct funding for the networking needs of the FHP.

Mr. Hornsby asked the council to endorse the DHSMV efforts to seek direct funding to support their agencies needs and recognize that the funds used to operate the CJNet are in support of the CJIS community and not meant to extend or create agencies' internal wide area networks.

Council member Marsh was asked if DHSMV has funds available. Mr. Marsh feels funds are available in their trust fund; the DHSMV needs the spending authority from the legislature.

Council member Bustle indicated that a benefit to moving the lines will be the dollars being saved from the FDLE Operating Trust Fund, which will be used to upgrade existing 56k lines, resulting in a benefit to the criminal justice community.

- Motion: Council member McPherson made a motion that the CJJIS Council endorse action item 3. Council member John Douglas seconded the motion. Motion adopted.

<p style="text-align: center;">ITEM 4 Article V and the Statute Table Mr. Wayne Quinsey Florida Department of Law Enforcement Action Item</p>
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Chair Ewing recognized Mr. Quinsey of the FDLE. Mr. Quinsey informed the council that one of the projects of the Article V Technology Board was the creation of a Unified Statute Table. This table would allow all criminal justice agencies to facilitate the processing of criminal justice information. The statute table that is used in livescan equipment works well for the arrest side but does not meet the needs of the state attorneys. Mr. Quinsey pointed out that Council member McPherson represented the CJJIS Council on the Article V Technology Board. In the Boards final report to the legislature it recommended that the legislature approve and fund the initiative under the authority and duties of the Division of Statutory Revision, with the cooperation of the state court system entities and other participates in order to develop and maintain the proposed unified statute table.

With the sunset of the Article V Technology Board, Mr. Quinsey asked that the creation and implementation of a Unified Statute Table be a project managed by the CJJIS Council. Mr. Quinsey also asked that the Florida Association of Prosecuting Attorneys chair the process in cooperation with the Division of Statutory Revision and CJJIS Council members.

Council member Kohl indicated he has reached out to members of the Florida Association of Prosecuting Attorneys who were on the Article V Technology Board, unfortunately was not able to speak to the individuals due to scheduling conflicts. Council member Kohl indicated he would like to assist with this project. He indicated that the Council may run into resistance from the Assistant State Attorneys who file informations due to the workload in preparing informations. Mr. Quinsey stated that a unified table would assist the clerks and FDLE. Council member Kohl also stated that a unified table would assist people in reading a criminal history. Chair Ewing

stated that the clerks support the unified statute table, adding that it would make the clerks job a lot easier and FDLE would see a huge benefit in disposition reporting, potentially a reduction in errors.

Council member McPherson stated the CJJIS Council should assume as much responsibility to implement the recommendations and seek more funding for staff to be assigned to the Council that could pick up where the Article V Technology Board left off.

- Motion: Council member McPherson made a motion that the CJJIS Council endorse action item 4, in which CJJIS Council take over the responsibility of the Unified Statute Table and that the CJJIS Council seek funding for staff support to make this a full time project and work with the Florida Association of Prosecuting Attorneys and other relevant organizations within the Councils membership. Ms. Marilyn Miller, representing Council member Bob Dillinger, seconded the motion.

Council members discussed the funding of staff. FDLE CJIS Director Donna Uzzell indicated that FDLE absorbs costs associated with the CJJIS Council. Ms. Uzzell recommended that FDLE staff review the Article V Technology Board's recommendations and reach out to the Council members' agencies for assistance, similar to the Telecommunications Workgroup. Chair Ewing mentioned taking Ms. Uzzell's recommendation and have the Council regroup.

- Motion: Council member McPherson withdrew his original motion that the CJJIS Council take on the responsibility of creating and maintaining the Unified Statute Table and that the Council reach out to former members of the Article V Technology Board and participating agencies to see what support they can give to FDLE in order to complete the Table, with assistance from the Division of Statutory Revision. Motion seconded by Ms. Marilyn Miller.
- Motion: Council member McPherson motioned that the CJJIS Council establish a workgroup to review the final report of the Article V Technology Board and propose recommendations to the Council. Council member Scott McPherson also asked that legislative budget request be put forward that would allow for the CJJIS Council to adequately fund this project. Motion adopted.

FDLE Action Item: Send Council members a copy of the Article V Technology Board Final report. **The final report was emailed to CJJIS Council members on 8/3/06.**

Council members discussed the timing of the legislative budget. Director Uzzell indicated that FDLE will not meet to discuss funding issues prior to the next legislative session. Council member Bustle asked that FDLE have discretion in addressing this issue.

Chair Ewing asked Mr. Quinsey to contact the individuals on the workgroup and report to the agencies on the CJJIS Council. Council member Kohl will reach out to the Florida Association of Prosecuting Attorneys for input.

Chair Ewing asked Council members to review the Article V Technology Board Final Report.

- Motion: Council member McPherson withdrew part of his second motion about a legislative budget request for a FTE. Council member McPherson motioned that the CJJIS Council establish a workgroup to review the final report of the Article V Technology Board and propose recommendations to the Council. Motion adopted.

ITEM 5
JLA Recommendations

Ms. Donna Uzzell
Florida Department of Law Enforcement

Action Item

Chair Ewing recognized CJIS Director Donna Uzzell of the FDLE. Ms. Uzzell mentioned that the CJIS Council created the JLA Task Force for information sharing for probation, law enforcement, and judges. Meetings were held throughout the state, which included testimony from the public. The JLA Task Force met the deadline for submitting the recommendations, however it was too late to act on the recommendations. Ms. Uzzell asked if the Council wanted to readdress the recommendations. If the decision is to reevaluate the recommendations, Ms. Uzzell suggested reviewing the report to determine which recommendations have already been implemented, possibly survey the people who testified at the various meetings and determine if the issues have been resolved with the implementation of the JLA. It is unknown how many recommendations have not been addressed. The JLA Task Force sunsetted upon the completion of the report.

Council member Bustle stated that this may be worthwhile for the Council to resubmit the recommendations for the legislative staff and legislatures to review items that might be of interest to them. Council member Bustle recommended updating the recommendation on information sharing, this could be done by surveying the affected entities. FDLE CJIS Director Donna Uzzell recommended preparing a cover letter to include with the report to the legislature. Chair Ewing asked that each Council member review the recommendations that each member made and be prepared to answer any questions that may arise from the legislature.

- Motion: Council member Douglas made a motion that the Council resubmit the report with a cover letter asking the legislature to reconsider any issues that were not addressed. Council member McPherson seconded the motion. Motion adopted.

ITEM 6
Improvements in Disposition Reporting

Ms. Jean Itzin
Florida Department of Law Enforcement

Information and Discussion

Chair Ewing recognized Ms. Jean Itzin of the FDLE. Ms. Itzin stated that the number one complaint FDLE receives is that the FDLE's criminal history files do not have complete disposition information. FDLE's criminal history repository should reflect what occurs in the criminal justice community. FDLE pulled together a workgroup, which included small, medium, and large agencies, to determine how to improve disposition reporting.

Ms. Itzin also briefed the council on the FDLE's partnership with FACC to improve disposition reporting. As a result of the partnership, FDLE and FACC are working first with Leon and Collier counties and will then reach out to 19 other counties to address disposition submissions. FDLE is also asking FACC to look at the Comprehensive Case Information System (CCIS) traffic citations and juvenile data to determine if dispositions can be pulled for traffic submissions.

ITEM 7

Falcon Update

Mr. Robert Frey

Florida Department of Law Enforcement

Information and Discussion

Chair Ewing introduced Mr. Robert Frey of the FDLE. Mr. Frey briefed the council on recent Falcon milestones, including the contract with Motorola to convert fingerprint images from the legacy system to NIST format. FDLE has downloaded over 600,000 fingerprint images from the FBI for loading into the Rapid ID System. The contract with Motorola also included programming changes that will enable arrest notifications to be generated when fingerprint submissions result in an AFIS hit. FDLE entered into contract with Sagem Morpho to acquire the Rapid ID System, attendees at the CJIS Users' Conference were provided a demonstration of the Rapid ID technology. FDLE in coordination with Department of Corrections, purchased 280 two-finger fingerprint capture devices for the rapid identification of sex offenders and probations. FDLE is testing the Rapid ID system for an implementation date of October 1, 2006 to comply with the Jessica Lundsford Act.

Council members discussed the set up of a watch list in Falcon. Ms. Iris Morgan of the FDLE stated as long as a person has a Florida criminal history a user can flag in the system who they want to track. If a query is performed on a flagged record, the person tracking the individual would be notified that a query was conducted on that particular record.

Council member Bustle urged council members to review the Falcon handout.

ITEM 9

Update on On Line Sentencing

Ms. Debbie Cline

Office of the State Courts Administrator

Information and Discussion

Chair Ewing introduced Ms. Debbie Cline representing the OSCA who presented on line sentencing. Ms. Kline informed the Council that the OSCA received a grant to hire a vendor to rewrite the on line sentencing application with no proprietary code. OSCA tested the system at the end of July, 2006. The goal during the grant period is to incorporate probation violations and OSCA plans to form a workgroup which will include the FACC, DOC, and state attorneys in how best to use the application.

ITEM 10

Update on JLA First Appearance Sheet

Ms. Christina Blakeslee

Office of the State Courts Administrator

Information and Discussion

Chair Ewing introduced Ms. Christina Blakeslee of the OSCA. Ms. Blakeslee briefed the Council on the OSCA's Judicial Inquiry System (JIS) and the JLA First Appearance sheet. Currently 2000 users have access to JIS, with 150 judges using the system. Users can access various sources, including the DJJ, DOC and sexual predator/offender databases. The system tells the user what data sources were found and status of the individual in question (warrant, probation, etc.). Ms. Blakeslee also informed the Council on the JLA First Appearance Sheet (calendar). The system allows judges the ability to sort the calendar by risk. Individuals are flagged depending on their risk level, an example would be a probation violator may be flagged in a particular color. The goal of the calendar is to allow judges to view who as a warrant, VOP or sexual predator for individuals appearing for first appearance.

FDLE CJIS Director Uzzell suggested highlighting the JLA First Appearance sheet when preparing the cover letter to the legislature for the JLA recommendations.

The FDLE requested that the data source and logging feature of the JLA First Appearance sheet protect the users. If someone logs into system and does not actually view the record the system will not track that the record was viewed.

ITEM 11

Update on the Public Defender Access to the Judicial Inquiry System

Ms. Marilyn Miller

Public Defender's Office, 6th Circuit

Information and Discussion

Chair Ewing introduced Ms. Marilyn Miller representing the 6th Judicial Circuit Public Defender's Office. Ms. Miller briefed the council on the status of the 6th Judicial Circuit's access to a single portal to systems with existing secure access. This goal was accomplished through JIS. Currently, 24 users have completed FCIC certification and background checks. Within the last year, the 6th Judicial Circuit received access to JIS, gained access to DHSMV and is currently awaiting access to DJJ. Ms. Miller was very appreciative of the FDLE and OSCA for assisting in accomplishing this task.

CLOSING REMARKS

Chair Ewing stated that the CJJIS Council Strategic Plan was submitted to the Executive Office of the Governor, the Speaker of the House of Representatives and the President of the Senate on July 5, 2006. Chair Ewing reminded council members of the upcoming Bureau of Justice Assistance (BJA) regional information sharing conference in September. Additional information on the conference will be forthcoming.

FDLE Action Item: Information on the BJA conference was sent to council members on 8/3/06.

Chair Ewing thanked members for their attendance. The meeting was adjourned at 12:40 P.M.