

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

**MINUTES OF MEETING  
Wednesday, May 9, 2012 – 8:30 A.M.  
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)  
Jack deRemer, Designee for Tena Pate, Chair, Florida Parole Commission (FPC)  
Robert Fields, Designee for Julie Jones, Department of Highway Safety and Motor Vehicles (DHSMV)  
Robert Musco, Chief, Green Cove Springs Police Department  
Tom Lewis, 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)  
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  
Jeffrey Dawsy, Sheriff, Citrus County  
Matthew Immler, Chief, Boynton Beach Police Department  
Carolyn Snurkowski, Designee for Attorney General Pam Bondi

**Members Absent:**

Elisabeth Goodner, Office of State Courts Administrator (OSCA)

**WELCOME MEMBERS and OPENING**

Chair Musco welcomed Council members and attendees.

**Minutes of the October 27, 2011 CJJIS Council Meeting**

Chair Musco requested approval of the minutes of the October 27, 2011, CJJIS Council meeting. Council members moved and seconded motion to adopt the October 27, 2011 minutes. Motion passed.

**ITEM 1**

**Federal Bureau of Investigation Technical Audits**

Mr. Larry Coffee

Florida Department of Law Enforcement

**Information and Discussion**

Chair Musco recognized Mr. Coffee of the FDLE. Mr. Coffee briefed the Council on the status of the technical audit conducted by the Federal Bureau of Investigation (FBI) on the State of Florida. The audit was the first Florida had under the new FBI CJIS Security Policy. The FBI was complimentary of Florida's program and the work completed towards compliance and adhering to the CJIS Security Policy. FDLE is working with agencies to identify compliance issues and will use recently acquired state technical auditors to continue providing training to Florida agencies.

**ITEM 2**

**Criminal Justice Information Services (CJIS) Annual Training Symposium**

Ms. April Cross

Florida Department of Law Enforcement

**Information and Discussion**

FDLE will be hosting the 25<sup>th</sup> CJIS Annual Training Symposium in Ponte Vedra Beach, Florida. CJIS will be presenting informational sessions for criminal justice and law enforcement personnel on a variety of topics. FDLE also partnered with the Florida Sheriff's Association, Fusion Centers and Chief Information Officers/IT Managers from across the state to provide an additional 3 tracks of training sessions for attendees. Copies of presentations given at this event will be available on CJNet for those who were unable to attend.

Next year's symposium will be hosted July 9-11, 2013 at the Omni ChampionsGate in Orlando, Florida. Please visit FDLE's website ([www.fdle.state.fl.us](http://www.fdle.state.fl.us)) under Upcoming Events to access information about the symposium.

**ITEM 3**  
**Automated License Plate Readers (ALPR)**

Ms. Mary Fahlstrom for Lt. Pete Kelting  
Seminole County Sheriff's Office  
**Information and Discussion**

Chair Musco recognized Ms. Fahlstrom of the Seminole County Sheriff's Office. Ms. Fahlstrom briefed the Council on the status of sharing license plate reader data statewide. Subject matter experts have been identified and the workgroup is planning an organizational meeting in early June to discuss forming Memorandums of Understanding, metadata retrieval and policy concerns. Additionally, an interface has to be developed and the group has to explore the methods for sharing the data (i.e. housing at fusion centers in regional warehouse).

The Council discussed the current license plate readers, the success rate in getting an accurate reading of the license plates and agencies currently utilizing license plate readers.

Agenda item 5 was discussed next.

**ITEM 5**  
**Facial Recognition Project**

Mr. Mike McCaskill  
Florida Department of Highway Safety and Motor Vehicles  
**Information and Discussion**

Chair Musco recognized Mr. McCaskill of the Florida Department of Highway Safety and Motor Vehicles (DHSMV). Mr. McCaskill briefed the Council on the progress of the facial recognition project. DHSMV received funding for additional facial recognition examiner licenses. The licenses will allow DHSMV to provide the regional fusion center access to the system. An additional 21 million images will be loaded in the system towards the end of 2012.

Mr. Charlie Schaeffer of FDLE briefed the Council on the status of the FBI's facial recognition project. The FBI is looking at Florida as a possible pilot state. Discussions thus far have addressed security concerns and are now looking into other areas, such as validation, dissemination and maintaining integrity of data through transmission.

Agenda item 4 was discussed next.

#### **ITEM 4**

##### **Status of NICS Act Record Improvement Program (NARIP) Grant Projects**

Mr. Charlie Schaeffer, Mr. Frank Mabry and Ms. Renee Strickland

Florida Department of Law Enforcement

##### **Information and Discussion**

Chair Musco recognized Mr. Charlie Schaeffer of FDLE. Mr. Schaeffer mentioned FDLE received grant funding under the NICS Act Record Improvement Plan (NARIP) to directly support initiatives with Florida's Firearm Purchase Program (FPP) and Computerized Criminal History (CCH) systems, as well as developing an electronic warrant interface and various disposition and record research/retrieval efforts. The overall goal of the funding is to not only improve the processes, but also improve the completeness and availability of records to those individuals at the state and national levels who make determinations whether an individual can purchase a firearm.

Mr. Schaeffer briefed the Council on the status of the Computerized Criminal History (CCH) Needs Assessment. The CCH Strategic Needs Assessment will be completed this summer and will provide FDLE with the tools necessary to determine the requirements needed to modernize the state's CCH system.

Mr. Schaeffer next discussed the status of the eWarrants project. The process for a warrant in Florida is mostly a manual process with duplicative entry and processing throughout. This is a timely process. FDLE is working with local agencies and multiple counties to create a standardized exchange specification to assist local agencies and the vendor community to develop the interface.

Mr. Frank Mabry of FDLE briefed the Council on two projects the Firearm Purchase Program (FPP) received NARIP funding. The FPP is redesigning the system utilized for conducting criminal history record checks of persons attempting to purchase a firearm from a licensed dealer. The new system will allow dealers to submit the information on prospective purchasers directly or they can also call the toll-free number and request the record check. The other project involves the collection records for individuals adjudicated mentally defective who are prohibited from purchasing a firearm. In early 2007, FDLE began collecting data on these individuals. Currently, there are over 44,000 records in the system and FDLE continues work closely with clerks to retrieve historical mental health records.

Ms. Renee Strickland of FDLE briefed the Council on NARIP projects for the Disposition Section. Grants funds have been used to hire additional staff to research waiting arrests to increase the number of missing records in CCH. FDLE also reached out to several clerks of court to have older disposition data resubmitted, going as far back as possible to 1988. The initial results are positive.

**ITEM 6**

**Electronic Filing**

Ms. Jenna Simms

Office of State Courts Administrator

**Information and Discussion**

Chair Musco recognized Ms. Jenna Simms of the Office of State Courts Administrator (OSCA). Ms. Simms briefed the Council on the electronic filing project. A workgroup was created to determine what is needed from agencies to submit data to the ePortal (adopted by the Florida Supreme Court in 2012). The Florida Courts Technology Committee (FCTC) and OSCA asked for representation from CJJIS Council members for a workgroup to discuss requirements for agencies to e-file. Specifically, this workgroup will allow agencies to determine what is required, what information is already being collected and how, discuss strategies for funding, and determine next steps for criminal justice agencies to file electronically.

**ITEM 2**

**Florida Law Enforcement Connectivity (FLEX), Regional Law Enforcement eXchange (RLEX), and N-DEX: Law Enforcement**

Ms. Donna Uzzell and Ms. Penny Kincannon

Florida Department of Law Enforcement

**Action Item**

Chair Musco recognized Chief Information Officer (CIO) Penny Kincannon of FDLE. CIO Kincannon provided an update on the FLEX and RLEX projects. All RLEX projects were completed in 2011 and FDLE is focusing efforts on FLEX to provide query access between the regional data sharing projects with the ultimate goal of connecting to N-DEX through NEIM compliant data exchange design solutions.

**Timeline for FLEX:**

- Phase 1 - through July research and design (planning staffing, requirements, architecture, design, recommendations to Executive steering committee for final determination)
- Phase 2 - August 2012 through fall 2013 (procurement, development and implementation)

Ms. Kincannon discussed the makeup of the FLEX Executive Steering Committee. The committee consists of leaders from across the state who govern the project and ensures goals are met. Each region has a member. Although FDLE is supporting and guiding the project, regions are encouraged to drive the project since they are the owners of the data and systems. Ms. Kincannon requested a member of the CJJIS Council also serve on the FLEX Executive Steering Committee.

Chair Musco volunteered to serve on the Committee.

Chair Musco recognized Director Uzzell of the FDLE. Director Uzzell briefed the Council on the status of the National Data Exchange (N-DEX) project. The concept was modified from a single portal for Florida to include regional connections. Additionally, the Advisory Policy Board expanded the law enforcement only model to now include criminal justice agencies. To address these changes and the concern that criminal justice can be defined differently between states, an ORI template was developed that will outline levels of information sharing and define who Florida shares data with nationally.

**ITEM 3**  
**Federated Identity Management**

Mr. Charlie Schaeffer  
Florida Department of Law Enforcement  
**Information and Discussion**

Chair Musco recognized Mr. Schaeffer of the FDLE. Mr. Schaeffer briefed the Council on federated identity management. Identity management is a term that refers to the administration of individual identities within a system, such as an agency, a network or domain such as law enforcement, criminal justice or public safety.

Mr. Schaeffer explained the Global Federated ID and Privilege Management (GFIPM) and discussed it in the context of metadata and framework support and the major interoperability areas of security in the federation: specifically, ID/Authentication, Privilege Management and Audit. Mr. Schaeffer also discussed the benefits of ID federation and identity management in the criminal justice community. Some of these benefits include the simplicity of end users having a single username and password to access services; ease of introduction of new services; cost effectiveness and efficiency of building, maintaining, and operating authentication services; and security that enables a user or service provider to assure an appropriate level of confirmation of identity.

The Council discussed next steps and a decision was made for Council member Smith to brief the Chief Information Officers Association workgroup on the Council's commitment to the project and seek participation from the CIO Operational Workgroup. Council member Smith will provide a briefing at the next Council meeting and the Council will readdress any follow-up needed on this topic.

**ITEM 9**  
**Uniform Crime Reporting**

Mr. Chuck Murphy  
Florida Department of Law Enforcement  
**Information and Discussion**

Chair Musco recognized Mr. Murphy of the FDLE. Mr. Murphy briefed the Council on enhancements to the Uniform Crime Reporting (UCR) system. The goal of this system update is to create a web-based system for local agencies to submit statistical data to FDLE for the uniform crime report. FDLE plans on building the system to allow for other crime reporting (hate crime, cargo theft, etc.).

**ITEM 10**

**HB 885 – Transactions by Secondhand Dealers and Secondary Metals Recyclers**

Ms. Donna Uzzell

Florida Department of Law Enforcement

**Information and Discussion**

Chair Musco recognized Director Uzzell of the FDLE. Director Uzzell briefed the Council on HB 885 and the Council's importance on developing standards. HB 885 addresses the regulation of secondhand dealers and the regulation of secondary metals recyclers that involve the purchase and sale of regulated metals property. HB 885 states the appropriate law enforcement official may provide data specifications regarding the electronic record format, but such format must be approved by FDLE.

The Council agreed to remain committed to the adoption of standards and be involved in the process of reviewing and discussing the standards for HB 885.

**CLOSING REMARKS**

Chair Musco thanked members for their attendance. The meeting was adjourned at 1:09 P.M.