

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

MINUTES OF MEETING

Tuesday, April 14, 2026

Florida Department of Law Enforcement

2331 Phillips Road

Tallahassee, Florida 32308

Members Present:

Carolyn Timmann, Martin County Clerk of Circuit Court and Comptroller

Charles Broadway, Chief, Kissimmee Police Department

Donald Edenfield, Sheriff, Jackson County Sheriff's Office

R. J. Larizza, State Attorney, 7th Judicial Circuit

Ryan Schenck, Designee for David A. Wyant, Chair, Florida Commission on Offender Review (COR)

Roosevelt Sawyer, Jr., Designee for Eric W. Maclure, Office of the State Courts Administrator (OSCA)

DeFord Smith for Kevin Seymour, Designee for Secretary Ricky D. Dixon, Department of Corrections (DC)

Jason Johnson, Designee for Attorney General James Uthmeier

Jay Nayana for Darron Toston, Designee for Secretary Matt Walsh, Department of Juvenile Justice (DJJ)

Major Amanda Meyer, Designee for Director Dave Kerner, Department of Highway Safety and Motor Vehicles (DHSMV)

April Haupt, Designee for Commissioner Mark Glass, Florida Department of Law Enforcement (FDLE)

Members Absent:

Edward Hudak, Jr., Chief, Coral Gables Police Department

Giri Vasudevan, Designee for Taylor N. Hatch, Florida Department of Children and Families (DCF)

Stacy A. Scott, Public Defender, 8th Judicial Circuit

WELCOME MEMBERS and OPENING

Chair Timmann called the meeting to order at 9:01 a.m. Two new CJJIS Council members were introduced: Jason Johnson and April Haupt.

Approval of December 3, 2025 CJJIS Council Meeting Minutes

Chair Timmann requested a motion to approve the December 3, 2025 CJJIS Council meeting minutes. Council Member Broadway moved, and Council Member Larizza seconded the motion to approve the December 3, 2025 meeting minutes. The motion passed.

ITEM 1

CJJIS Council Workplan

Government Analyst II Rachel Truxell
Florida Department of Law Enforcement

Action Item

Chair Timmann recognized Government Analyst Rachel Truxell who provided an overview of the Council's Workplan. In preparation for submitting the CJJIS Council's Annual Advisory Body Report, final approval is needed for the CJJIS Council's FY 28-29 Workplan.

The following comments were made:

- The Council discussed the requirements in order to complete the FY 26-27 workplan. Representatives are needed to address a blueprint of how the different primary systems interact and affect the courts, clerks of court, law enforcement, juvenile justice, corrections, public defenders, and offender review. The Council discussed removing the item related to discovery as it relates to public records law and the Florida Rules of the Court.

Action Item: Several motions were made during the meeting:

- 1) Council Member Sawyer motioned to create a workgroup to spearhead the initiatives in the FY 26-27 Workplan. Council Member Larizza and DeFord Smith, proxy for Council Member Seymour, will lead the Workgroup. Council members were asked to provide Rachel Truxell and Penelope Rosini with a representative to serve on the Workgroup.

FY 26-27 Workplan:

- a. Focus on and address the differences between and challenges caused by Florida's Public Records Law and the Florida Rules of Court on the issue of discovery.
 - b. Establish a blueprint of how the different, primary systems interact and affect the courts, clerks of court, law enforcement, juvenile justice, corrections, public defenders, and offender review.
- 2) Council Member Broadway motioned to approve the current workplan. Council Member Larizza seconded. The motion passed.
 - 3) Following the discussion on the CJJIS Council's strategic plan, Council Member Schenck amended the first motion to remove an item from the FY 26-27 Workplan that focuses on and addresses the differences between, and challenges caused by Florida's Public Records Law and the Florida Rules of Court on the issue of discovery. Council Member Larizza seconded the motion. The motion passed.

The Council discussed the FY 26-27 Workplan and the request of the Workgroup. The Workgroup will identify the workflow of data through the criminal justice system and assist in identifying common data points among the agencies.

- 4) Council Member Schenck amended the motion for the FY 28-29 Workplan to change the verbiage to a “compatible state system”. Council Member Broadway seconded the motion. The motion passed.

The following represents the approved Workplan.

In addition to receiving updates and providing feedback on previous and ongoing projects and mandates, such as CJDT, FIBRS/UCR, and the CJISSEC POL, and in accordance with the CJJIS Council Strategic Plan, the CJJIS Council will:

FY 26-27

- Establish a blueprint of how the different, primary systems interact and affect the courts, clerks of court, law enforcement, juvenile justice, corrections, public defenders, and offender review.

FY 27-28

- Continue to focus on emerging and current technologies and how those technologies affect the criminal justice community.

FY 28-29

- Focus on systems law enforcement, juvenile justice, courts, clerks of court, corrections, state attorneys, public defenders, and offender review utilize and the possibility of a compatible state system to address the needs of all criminal justice contributors to reduce redundancy and manual entry of data.

ITEM 2
CJJIS Council's Strategic Plan
Dr. Gwinnell Brant
Brant Strategic Consulting, LLC
Action Item

Chair Timmann recognized Dr. Gwinnell Brant who facilitated the discussion on the Council's next strategic plan.

Dr. Brant discussed the benefits of a strategic plan that include increased effectiveness, efficiency and clarity, improved understanding, better decision-making, enhanced capabilities, and increased support. Council members conducted an environmental

assessment and listing the Council's Strengths, Weaknesses, Opportunities and Threats (SWOT analysis).

Strengths: training (CJIS Annual Training Symposium); the support of FDLE, communication, stakeholder representation on the Council, deployment of technology as it emerges and the ability for agencies to be flexible.

Weaknesses: improving communication among agencies and the sharing of data, front end collaboration, impact on end user, security, the Council has not identified commonalities among the agencies, and uniform arrest affidavit.

The Council discussed the uniform arrest affidavit; data elements being interpreted differently among the agencies, lack of funding for all to participate, changes for agencies to make to existing systems, and possibly having someone from the Office of Policy and Budget attend CJIS Council meetings to learn of issues impacting the agencies to have a better understanding when agencies advocate for policy or funding changes.

Opportunities: identifying commonalities/interoperability, one access point, funding sources, and lessons learned repository as a resource for agencies (possibly place on the Council's website).

Threats: rapid pace of technology changes, cost, cybercrime, staying in the confines of the FBI CJIS Security Policy, and the numerous processes/programs among agencies.

The conversation then focused on the Council's current strategic plan.

Suggestions/comments include:

- The mission should reflect the importance of accurate data, cooperative planning and include information on the Council's guiding principles outlined in s. 943.08(2), F.S. The Council discussed compliance with the statute or possibly amending the statute.
- The FBI CJIS Security Policy requires FDLE to approve any changes to agency CJIS systems prior to implementing the changes to ensure compliance with the policy. This requirement is sanctionable in October 2027.
- The Council suggested keeping the Vision statement.
- The Council reviewed each goal in the current strategic plan and offered suggestions for Dr. Brant which addressed interoperability, impacts to criminal justice systems, funding, increase outreach and improve coordination.

The final discussion consisted of wild ideas/brainstorming. Items mentioned include:

- A uniform arrest affidavit
- Paperless score sheets and information filing
- An accessible centralized data repository that is not vendor specific
- Multi-factor authentication options (something you are, something you have, and something you know)
- Statewide CAD system that FDLE supports
- Secure site for agencies to share images/digital evidence and documents
- Document evidence naming nomenclature
- A revenue source not funded by Legislature to implement recommended changes
- Improving efficiency and reducing manual processes

CLOSING REMARKS

Chair Timmann opened the discussion to the public for comments. No comments were made. Chair Timmann thanked members for their attendance.

The next meeting is Monday, July 13, 2026 at 10:00 am. The meeting will be an in-person only meeting and will coincide with the 2026 CJIS Annual Training Symposium. If Council members haven't already notified Rachel and Penelope if you plan to attend either the Council meeting or Symposium, please do so as soon as possible. FDLE will handle the hotel and Symposium registrations.

The meeting was adjourned at 1:05 p.m.