

Criminal Justice Information Advisory Board Meeting Minutes

9-25-13

Meeting Called by: Commissioner Joe Masters, Department of Public Safety
Date: September 25, 2013
Time: 1:30 PM – 3:34 PM
Location: Scientific Crime Detection Laboratory Classroom
Board Attendees: Commissioner Joe Masters (DPS)
Deputy Commissioner Leslie Houston (proxy) (DOC)
Executive Director Larry Cohn (Alaska Judicial Council)
Administrative Director Christine Johnson (Alaska Court System)
Director Jim Bates (DOA)
John Skidmore (proxy) (Department of Law)
Chief Mark Mew (Anchorage Police Department)
Deputy Commissioner Ree Sailors (DHSS)
Absent: Public Member – vacant pending appointment of Del Smith

Other Attendees: Deputy Commissioner Terry Vrabec (DPS)
Director David Schade (DPS)
Alden Larrabee (DPS)
Kathryn Monfreda (DPS)
Kelly Howell (DPS)
Helen Sharratt (Alaska Court System)
Mark Perbix (SEARCH)
Joseph Mannion (Alaska Court System)
Cindy Franklin (Municipality of Anchorage)
Joe Butler (DOC)
Del Smith (Public)
Michael Matthews (DOC)
Gary Lee (DPS)
Lisa Purinton (DPS)
Jonathan O'Quinn (Public)

Announcements:

- Commissioner Joe Masters announced his resignation from DPS, named Deputy Commissioner Acting Chair of the CJIAB until a new Commissioner is named
- Commissioner Joe Masters introduced Del Smith as the proposed new Public Member, pending appointment by the Governor

Topic 1: MAJIC Presentation
Presenter: Helen Sharratt, MAJIC

Discussion: Ms. Sharratt introduced Cindy Franklin (MOA) and Christine Johnson (ACS) as primary contacts for a proposed Global Reference Architecture (GRA) project to share misdemeanor complaints electronically between the Municipality of Anchorage's Prosecutor's Office and the Alaska Court System.

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Ms. Franklin and Ms. Johnson explained the project concept and provided information on how this proposed project would proceed.

Mark Perbix, SEARCH, refreshed the Board on the GRA process and discussed the availability of SEARCH to assist and potentially provide up to \$50K to purchase hardware required for this project. SEARCH will supply software resources as a 'proof of concept' for this project.

Mr. Perbix explained that one of the two stakeholders would need to complete a grant application to apply for appropriate funding for this project.

Further discussion ensued regarding which State entity would house and manage the Broker for this project. Governance would remain with the CJIAB, regardless of which agency houses and manages the Broker. Continued discussion covered long term costs associated with hosting the broker, such as purchase costs, electricity costs and software support for this proof of concept initially, and the long term costs if adopted on a larger scale.

Mr. Perbix further explained that at some point, SEARCH would hand off the code and downstream sustainability would be the responsibility of state agencies. At that point, the CJIAB will need to discuss long term sustainability, code maintenance, and would need to ensure that whichever agency accepts responsibility for the broker has the appropriate skill set to support Java and Apache.

Jim Bates, DOA IT Director indicated that DOA may be viable as a hosting location for the Proof of Concept.

Action: Moved and seconded that CJIAB moves forward with MAJIC's proposal to build the exchange of misdemeanor complaints between the Municipality of Anchorage's Municipal Prosecutor's Office and the Alaska Court System in Anchorage.

Decision: Motion passed

Further discussion: Who will write the grant?

Decision: Helen Sharrat/MAJIC

Topic 2: Fingerprinting of Arrestees

Presenter: Kathy Monfreda

Discussion: Ms. Monfreda gave an update of activity since the last CJIAB meeting

1. A 'mini-audit' of a two week period of individuals booked into Correctional Facilities was completed. General findings:
 - Most arrestees taken to correctional facilities are being printed

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- Technical issues with the content of the data reported to DPS resulted in inaccurate results (some 'non-criminal' bookings were included in the list of people booked into facilities)
 - DOC (Joe Butler and Michael Matthews) and DPS (Kathy Monfreda) will meet again to refine and re-run the mini-audit
2. The CJIAB requests that the Fingerprint Working Group reconvene to discuss ways to improve compliance with fingerprinting law requirements. Kathy Monfreda was asked to send a letter to the CJIAB members to request appointments for members of that working group.

Topic 3: National Association of Justice Information Sharing (NAJIS) meeting discussion

Discussion: A general discussion of the value of the most recent NAJIS meeting (held in San Diego, CA) occurred. Attendees all felt that this was a valuable and informative meeting on information sharing.

Other Topics:

John Skidmore (DOL) discussed a need to establish documentation of how the CJIAB will work, and agreed to draft initial document for further discussion at the next meeting.

Next meeting agenda:

1. Use of a singer identifier (APSIN ID)
2. Discussion of governance of criminal justice information sharing projects by the CJIAB
3. Compliance with AS 12.80.060 (Fingerprinting)
4. MAJIC update
5. Attempt to schedule next meeting for Late November/Early December

Meeting Adjourned at 3:34 pm