

Criminal Justice Information Advisory Board Meeting Minutes

6-19-13

Meeting Called by: Commissioner Joe Masters, Department of Public Safety
Date: June 19, 2013
Time: 1:30 PM – 5:15 PM
Location: Scientific Crime Detection Laboratory Classroom
Board Attendees: Commissioner Joe Masters (DPS)
Commissioner Joe Schmidt (DOC)
Teri Carns (proxy) (Alaska Judicial Council)
Christine Johnson (Alaska Court System)
Director Jim Bates (DOA)
Rick Svobodny (Department of Law)
Chief Mark Mew (Anchorage Police Department)
Absent: Public Member – vacant with resignation of Carmen Gutierrez
Deputy Commissioner Ree Sailors (DHSS)
Other Attendees: Director David Schade (DPS)
Alden Larrabee (DPS)
Kathryn Monfreda (DPS)
Kelly Howell (DPS)
Helen Sharratt (Alaska Court System)
Captain Jeffrey Laughlin (DPS)
Mark Perbix (SEARCH)
Joseph Mannion (Alaska Court System)
Lorena Bukovich-Notti (DPS)
Cindy Franklin (Municipality of Anchorage)

Topic 1: Approval of minutes from 4-04-13 meeting
Presenter: Commissioner Joe Masters, DPS

Discussion: Minutes Approved
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Topic 2: MAJIC Overview
Presenter: Helen Sharratt, MAJIC

Discussion: This was an overview of who and what MAJIC is. Ms. Sharratt provided an enterprise diagram, a list of the MAJIC membership, their strategic plan, and a copy of the MOU signed by member agencies. She went on to discuss the MAJIC mission and guiding principles. She further explained that MAJIC does not itself have projects, but supports interagency data exchange projects, in an effort to promote collaboration, communication and reduce duplication, redundancy. She concluded with a request for guidance on how to further the goals of MAJIC and the CJIAB.

Commissioner Masters explained that the CJIAB reconvened, in part, to give MAJIC a venue to vet prospective projects. Ms. Sharratt asked the CJIAB to agree to help with prioritization and funding of prospective projects. After discussion, Ms. Sharratt was

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asked to have MAJIC build a list of projects to present to the CJIAB. Commissioner Masters indicated that MAJIC will have a standing role in future CJIAB meetings.

Further discussion included an update on current projects such as TrACS, E-citation, the E-bail pilot project in Fairbanks, the E-discovery project in Juneau, and the E-disposition interface between the Alaska Court System and DMV. Ms. Sharratt discussed the possibility of creating an electronic criminal complaint and an electronic criminal case intake and disposition (CCID) form as possible future projects.

Topic 3: TrACS, ARMS and N-DEX
Presenter: Captain Jeff Laughlin, AST

Discussion: This was a general discussion of the progress of TrACS (electronic citations), ARMS (Alaska Record Management System) and N-DEX (National Data Exchange).

Topic 4: Fingerprinting of Arrestees
Presenter: Kathy Monfreda, DPS

Discussion: Ms. Monfreda gave an overview of AS 12.80.060, Fingerprinting, and the requirement for the Department of Corrections to fingerprint all arrestees. Absent that, the law requires the court to verify that prints have been taken, and if not, order the defendant to appear for fingerprinting on the new charges. Statistics of compliance with this law were provided for FY 2011 and 2012, and discussion ensued.

Action Item: Establish a Fingerprint Working Group to investigate and implement processes to ensure compliance with AS 12.80.060. DPS will chair this Working Group, and the Group will include members from the Anchorage Police Department, Alaska Chiefs of Police (ACOP) the Department of Corrections, and the Department of Law.

Topic 5: Update on GRA Projects
Presenter: David Schade, DPS; Mark Perbix, SEARCH

Discussion: This presentation included a refresher on what GRA is (it is a process, not a product), and discussed the need for a governance structure. MAJIC had met in late 2012 to discuss potential pilot projects to determine if the GRA process will work for collaborative projects in the Alaska Criminal Justice community. MAJIC proposed three potential projects for CJIAB consideration. Those projects were:

- 1) Criminal complaints and amended complaints exchanges between the Municipality of Anchorage and the Alaska Court System;
- 2) Defendant/Offender custody status exchanges between the Department of Corrections and the Alaska Court System;
- 3) Non-restorable competency determinations between the Alaska Court System and the Department of Public Safety

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After considerable discussion of each of the three proposed projects, it was determined that none of the three was suitable for simple pilot project due to complexity, resource availability, or other unresolvable complications.

Action: The CJIAB requested that MAJIC weigh in on their determination of the three submitted projects, and asked that they meet to identify a project that is achievable. Ms. Sharratt was asked to bring forward a project and proposal for review and discussion by the CJIAB. MAJIC should assume that funding and resources are available, and should attempt, in its proposed project, to determine a cost and resource estimate for the project.

Topic 6: Next Meeting
Presenter Commissioner Masters, DPS

Discussion: There was a brief discussion of topics of interest for the next meeting. It was determined that the next meeting should be held in 90 days. The following items were requested to be placed on the next meeting agenda:

- MAJIC proposed GRA project
- Fingerprint Working Group update

Meeting adjourned at 5:15 PM