



Special Meeting of the CJIS Governing Board  
September 6, 2017, 4:30 pm  
Teleconference

**CJIS Governing Board Members and Designees in attendance:**

Patrick L. Carroll, III, *Judge, Co-Chair, Chief Court Administrator, Judicial*; Mike Lawlor, *Under Secretary, Co-Chair, Office of Policy and Management*; Mark Raymond, *Chief Information Officer, Department of Administrative Services/Bureau of Enterprise Systems and Technology (Designee)*; Kevin Kane, Esq., *Chief State's Attorney, Office of the Chief State's Attorney*; Cheryl Cepelak, *Deputy Commissioner, Department of Correction (Designee)*; Dora Schriro, *Commissioner, Department of Emergency Services and Public Protection*; Richard Sparaco, *Executive Director, Board of Pardons and Parole (Designee)*; Marc Montminy, *Chief, Connecticut Police Chiefs Association (Designee)*; Natasha Pierre, Esq., *State Victim Advocate, Office of the Victim Advocate*

**CJIS staff:** Theresa Czepiel, *Technical Writer*

**I. Welcome and Introduction of Candidate**

- Judge Patrick Carroll brought the meeting to order and informed the Board Members that he, Under Secretary, Mike Lawlor and Attorney Karen Buffkin (General Counsel, Office of the Governor), met with the selected candidates last week and found both of them to be uniquely qualified to fill the CJIS Executive Director position. The decision to present one candidate to the Board for approval was based upon questions that were asked of Mr. Humayun Beg and the review of his resume. For those Board Members who are interested, the Screening Committee would be able to provide more detailed information regarding all applicants.
- Judge Carroll invited Mr. Lawlor to supply any pertinent information regarding Mr. Beg's qualifications. Mr. Lawlor explained that not everyone on the call today was on the Screening Committee so it would be beneficial to refresh everyone's recollection of the sequence of events regarding the Executive Director hiring process. A while back, a suggestion was made by Mr. Mark Raymond that the retention of a professional recruitment group might be in order. The Lucas Group, which is highly qualified in this area, was retained by the State. The firm proceeded in conducting a national search and produced viable candidates. The Screening Committee consisted of Chief Montminy (CPCA), Chief Cetran (CPCA), Commissioner Dora Schriro (DESPP), Mr. Brian Clonan (DESPP), Chief State's Attorney Kevin Kane (DCJ) and Mr. Mark Raymond (DAS/BEST). The Selection Committee reviewed several resumes, interviewed applicants and chose two qualified candidates. Judge Carroll and Mr. Lawlor interviewed these candidates with Attorney Buffkin sitting in on the process. Mr. Lawlor concurred with Judge Carroll that both candidates were highly qualified, but a slight edge was given to Mr. Beg, leading to his recommendation to the

CJIS Governing Board. Mr. Lawlor invited anyone on the Screening Committee to contribute to today's selection process.

- Mr. Raymond, being a participant in the selection group, recognized the Human Resource function at DESPP, and the coordination process done by Attorney Antoinette Webster, her team and Ms. Jeanne Anderson, Human Resource Administrator. The Selection Committee met for the first and second interview sessions at the Division of Criminal Justice. Thank you to Attorney Kane for offering a central meeting point to carry out this process.
- The Committee was able to get to know those two candidates and several others fairly well through the process. Mr. Raymond noted that it took a substantial amount of time from everyone involved to review the full set of resumes and candidates to reduce the list to make the final recommendation of two candidates to the Co-Chairs. He voiced his gratitude for everyone's time that was devoted to the process. Mr. Raymond felt that both were very strong candidates but with differing strengths. He felt that CJIS would be in good stead selecting either candidate.
- Mr. Raymond pointed out that Connecticut General Statute Section 54-142 q(e) designates that the Governing Board shall hire the Executive Director, and that the Executive Director shall serve at the pleasure of the Board. It is defined in statute that an action by the Board is necessary to hire the Executive Director.
- Commissioner Schriro added that this was a second effort to hire a CJIS Executive Director. Initially, DESPP had run an ad and interviewed several individuals. The Selection Committee and Co-Chairs felt that no one in that group met expectations. Since two individuals were identified in the recent search with considerable strengths, this gives the Selection Committee significant relief, since they did not want to compromise. The Committee now has the confidence that there are two candidates who can take CJIS to the next step in the continuing evolution of this important effort.
- Judge Carroll stated that the questions raised by Mr. Lawlor, Attorney Buffkin and himself were most likely the same types of issues that were raised by the Screening Committee. It is obvious, he said, that both of the candidates have extraordinary technical qualifications, but the technical aspect of the position is not as important as dealing with diverse stakeholders with different priorities, different legacy systems and different security concerns. The Co-Chairs touched on this with each candidate and asked if they were aware of those nuances in this project. Each candidate felt that he had strategies that would break through impediments stemming from the project's diverse stakeholders. Judge Carroll said that he was impressed with both candidates, but noted that Mr. Beg had similar experience with that of working with CISS stakeholders in his environment at the Department of Defense. This experience is a good compliment to the work entailed in working with the Board.
- Mr. Lawlor had asked what the candidates knew about the project. Mr. Beg was prepared with the background of CISS and the Cheshire incident, which gave rise to the need for a comprehensive information sharing system. He did a good job responding to that line of inquiry. Judge Carroll confirmed that the Board has two qualified candidates.

## II. Vote for Approval of Offer to Mr. Beg

- Mr. Lawlor opened the floor for a motion to offer Mr. Beg the position as CJIS Executive Director. Attorney Kane made the motion to appoint Mr. Beg. Commissioner Schriro seconded the motion. Mr. Lawlor asked for any further discussion. With no further comments, he asked for a vote, which was unanimous in favor of approving Mr. Beg as CJIS Executive Director. No Members opposed or abstained.
- With the approval of Mr. Beg, a discussion ensued as how to notify the candidate of the Board's decision. Mr. Raymond stated that the hiring of Mr. Beg must be processed through the DESPP Human Resource division, with the offer being contingent on a background check. The several steps along the way must be managed through Human Resources. Today the Board is authorizing the offer to Mr. Beg since filling the position is contingent on several downstream activities. It was decided that DESPP Legal would draft an offer letter to be signed by the CJIS Co-Chairs. Salary has yet to be determined. This position is an employed at-will-position, has a 90-day probation period, and as per State statute, serves at the pleasure of the Board. The candidate is aware of the contracted timeline within which the project must be completed. He knows that he comes into an intense situation with a tight timeline. He is not weighed down by commitments to other projects and is available immediately if necessary. He also lives in State.
- It was decided that once the letter is drafted and ready, the Co-Chairs would call Mr. Beg to offer him the position.
- Mr. Raymond noted that Mr. Beg's information should be kept as confidential, should not be further disseminated and should be destroyed if in printed form. The CJIS office will retain the official records. Commissioner Schriro agreed to draft the letter for the Co-Chairs to sign and send it to them for their convenience in making the phone call to Mr. Beg.

## III. Adjournment

- With no further business, Judge Carroll adjourned the meeting.