



State of Connecticut Criminal Justice Information System Roadmap

Revolutionary Technology Linking Connecticut's Criminal Justice & Law Enforcement Community

December 2012 | Vol.1, No. 8

CJIS Governing Board Co-Chairs
Mike Lawlor,
Under Secretary, State of Connecticut OPM
and
Judge Patrick L. Carroll, III
Deputy Chief Court Administrator



Mike Lawlor, Under Secretary, OPM

IN THIS ISSUE

Michael Pollard	1
CJIS Governing Board	2
News Briefs	3
CISS Timeline	3
CISS Updates	4-5
OBTS Update	5
FAQ: SharePoint	6
CIDRIS Update	6

www.ct.gov/cjis

CISS: *A Legislative Perspective*

"I'm one of those hawks sitting on the sidelines making sure that things look right," says Michael Pollard, of his role sitting on the CJIS Governing Board as a legislative designee.

The legislature wants to make sure the state is getting a good return on its investment in this project. And it's Pollard's job sitting on the Governing Board to make sure it does.

Pollard brings his sharp business acumen and considerable IT experience to the table. He has an air of personable dynamism about him, with a Southern cadence to his voice that hints at his Alabama roots. Armed with a BS in accounting from Tennessee State University, he began his career in finance, IT, and business at IBM. He remained at IBM for 18 years eventually serving as Director of Strategic Alliances. After IBM, he served as General Business Manager for Owens Corning, and then branched off into management consulting. He is now a partner at Optul Global Services, a management consulting firm.

Pollard is a long-time resident of

Stamford, and has been active in civic affairs in the city for some time, getting involved in everything from the boy scouts to the United Way. He served as Chairman of Stamford's Board of Finance for over six years. When his term ended in 2009, he was looking to get involved beyond the city. With a deep background in business and technology and involvement in municipal government, he was a natural choice to act as the designee for Senator Eric Coleman (who is Co-Chair of the Joint Committee on Judiciary) on the CJIS Governing Board. Pollard also serves on the State's Board of Regents for Higher Education, which oversees the State's colleges and universities.

"This is one of those projects that looks expensive in the short term," Pollard continues. To legislators or politicians who are obliged to invest in IT, it can look "painful" because a lot of money is required up front," but he says, "The smart leading companies make large investments in IT, and it ultimately reduces costs significantly."

Asked if State budget cuts might

Continued on page 2

CJIS Governing Board

Revolutionary Technology Linking
Connecticut's Criminal Justice &
Law Enforcement Community
December 2012 — Vol. 1, No. 8
www.ct.gov/cjis

GOVERNING BOARD

CO-CHAIRS

Mike Lawlor, Under Secretary,
Office of Policy & Management

Judge Patrick L. Carroll, III,
Deputy Chief Court Administrator

MEMBERS

Leo C. Arnone, *Commissioner,*
Dept. of Correction

Reuben F. Bradford, *Commissioner,*
Dept. of Emerg. Services & Public Protection

Eric Coleman, *Senator*
Co-Chair, Joint Committee on Judiciary

Michelle Cruz,
Office of Victim Advocate

Melody Currey, *Commissioner,*
Dept. of Motor Vehicles

Donald DeFronzo, *Commissioner,*
Dept. of Admin. Services

Gerald M. Fox, *Representative*
Co-Chair, Joint Committee on Judiciary

John Hetherington, *Representative,*
Ranking Member

Kevin Kane, Esq.,
Chief State's Attorney

John A. Kissel,
Senator, Ranking Member

Richard C. Mulhall, *Chief,*
Conn. Police Chiefs Association

Susan O. Storey, Esq.,
Chief Public Defender

Erika Tindill, *Chair,*
Board of Pardons and Paroles

CJIS SENIOR MANAGEMENT

Sean Thakkar,

CJIS Executive Director

Mark Tezaris, *CJIS Program Manager*

Nance McCauley, *CJIS Business Manager*

Rick Ladendecker,

CJIS Technology Architect

Comments, inquiries, and corrections
about this newsletter should be directed to:

Mark Tezaris, *CJIS Program Manager,*

Mark.Tezaris@ct.gov, or

Margaret M. Painter, *Senior Communications*
Specialist, Margaret.Painter@ct.gov

impact CJIS, Pollard said he could not speculate, but did say that there is strong support for this project from Governor Malloy and from the Legislature. "IT is one of those things; if you cut the budget for it, you won't immediately see the impact, but ultimately, you will see the results downstream when projects are delayed, capabilities don't exist, or services are anemic," he says.

"Part of my job is to make sure that legislators fully appreciate the kind of return that can be generated from this kind of project."

Pollard spent a great deal of time early on with Sean Thakkar, CJIS Executive Director, developing a general understanding of CISS and its user requirements and how those requirements would translate into an integrated criminal justice information data exchange.

Pollard likes the open architecture model CISS is using, because of the speed at which technology is moving.

"No matter how well CISS is built, by the time it's done, there are going to be aspects of it that are outdated. That's why it's so important to build it so that the architecture can be 'refreshed' later on."

"Part of my job, and one of the key contributions I've made, is to ask questions that non-technical people may not know need to be asked," Pollard says. "I think I have a reputation for asking difficult questions."

"So we've gone through the requirements and the definitions phases, and now all of that is being translated into systems

capabilities. What I am looking for at this stage is: Are the timelines realistic? Is there anything that suggests that there are other issues? There are always some issues that will arise, so the question is, What do you do to mitigate those problems? Thus far, I don't think the Governing Board has seen any obstacles that could be considered 'show-stoppers.'

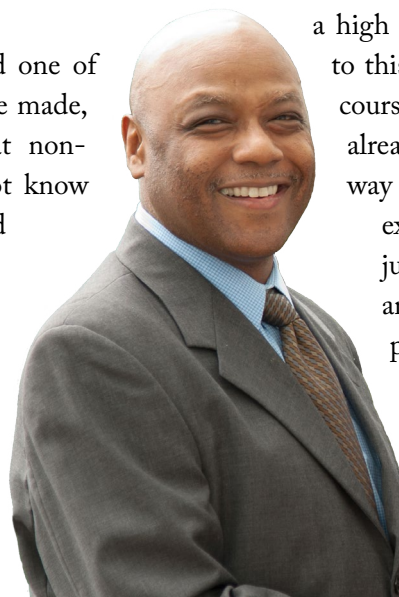
"I've been very pleased with what has been achieved so far. I applaud Sean and the team with for the way they've moved this project along. They've been skillful enough to get around any obstacles that they've come across."

In terms of the confidence level in the CISS project he believes his colleagues and members of the Legislature feel good about its progress thus far. "When things are *not* going well," Pollard says, "you will always see legislators showing up at your door. And you haven't seen that, because they have confidence that things are going well."

Legislators and other stakeholders also bear in mind the catalyst for the project, he says. "I think that everyone recalls the driving reason for the project — Cheshire. Hence there's

a high level of commitment to this kind of project." Of course, he says, there were already efforts underway to streamline the exchange of criminal justice information and there were people predisposed to do this.

But the Cheshire murders were a catalyst in the form of a horrible



Continued on page 4

CISS November Status Meeting



Nance McCauley, CJIS Business Manager

The focus of the CISS status meeting on November 14 was planning for the testing leading up to the first release of Wave 0 Version 1.

Business Manager Nance McCauley noted that Xerox is currently performing system test functionality on the application and the project team is gearing up for training at the end of November. User Acceptance Testing will start in the beginning of December with a December rollout of Wave 0 Version 1. The December rollout will include 3 police departments. Wave 0 Version 1.5 will include rollout to additional law enforcement agencies.

Extensive planning sessions will occur in January.

Detailed planning for Wave 0 Version 2 will provide additional functionality, additional security claims, and additional users to the system.

Stakeholders were also updated on the work of the Governing Board committees:

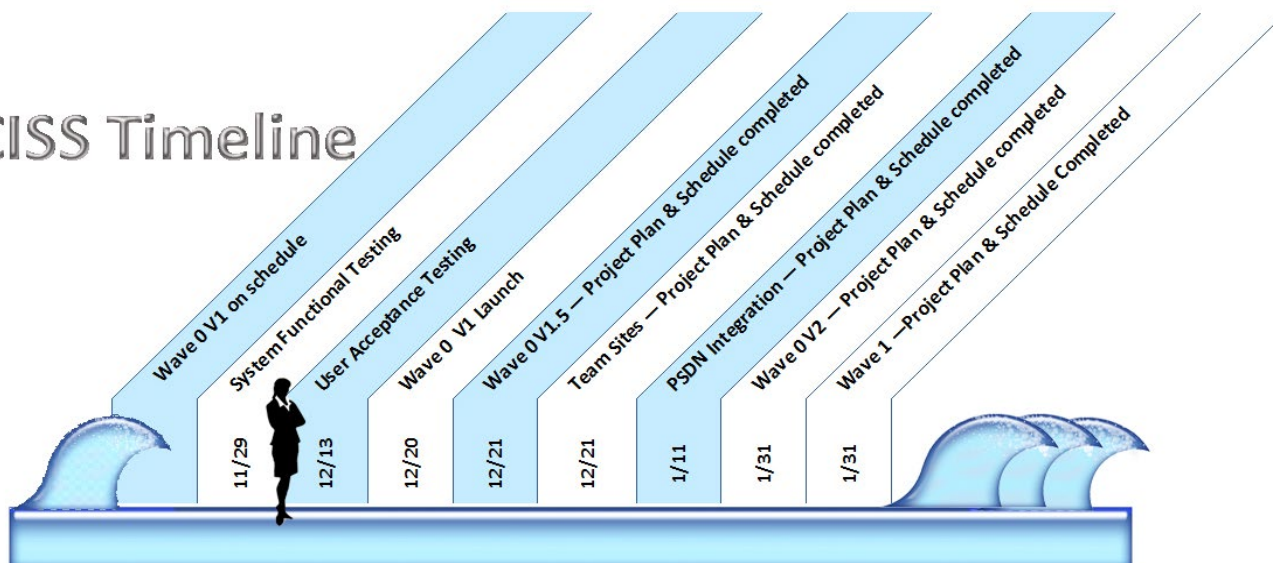
- ▶ **Administrative Committee** – The confidentiality agreements forms were approved by the Governing Board in October. Policies about document and data retention are being reviewed by agencies for discussion in January 2013.
- ▶ **Technology Committee** – The CJIS Security Policy has been drafted. It will be reviewed by the Technology and Administrative Committees before going to the CJIS Governing Board for approval.
- ▶ **Implementation Committee** – Mark Tezaris will be working with Chief Richard Mulhall to develop the CISS implementation schedule for local law enforcement agencies going forward. ■



In November, CJIS bade a fond farewell to Shirley Medeiros, IT Manager at CJIS for the past year and a DAS-BEST employee for 11 years (pictured above with Sean Thakkar at a staff gathering). Shirley accepted a job as Applications Development and Support IT Manager for Connecticut’s Department of Labor. We thank her for her excellent work at CJIS and wish her all the best in her future endeavors.



CISS Timeline



Note: All dates are subject to change. CISS is a complex project with numerous dependencies over which CISS has limited or no control. What is described here is carefully-calculated and realistic, but which may shift depending upon specific circumstances.

Technology Update

Two working sessions are scheduled for January 9 following the CISS Status Meeting — a CISS SharePoint Team Site demonstration, and a work session to review Agency System Administrator roles.

The SharePoint review will provide insight into some of the capabilities of this application, through which users will access CISS. Five templates are being designed to show CJIS stakeholders the capabilities and features of SharePoint from a high level. These Team Site templates will include dashboards, web links, calendaring/scheduling, FAQ and blog links, and other tools to optimize efficiency within one application. The goal of this first team site work session is to allow stakeholders to see what is possible using SharePoint, to allow them to work with the CISS team to help design their sites, and to give stakeholders a chance to provide feedback. ■

(See page 6 for more information on SharePoint.)



CISS Business Update

Nance McCauley, CJIS Business Manager

Xerox has completed two levels of testing for the first release of the Connecticut Information Sharing System (CISS) Wave 0 Version 1 – CISS Search. The unit testing has been completed to ensure the individual system components work according to requirements.

Xerox has also completed the integrated system testing to ensure that the components as a whole meet the specifications and performance objectives of the system. The initial release is focused on the security and search business functionality of the Offender Based Tracking System (OBTS) data.

Xerox has prepared instructor-led training materials for the first release. Training for the testers — the business team, local law enforcement, and Judicial Branch — has been conducted in preparation for the User Acceptance Testing (UAT) phase of the project. Six local law enforcement officers from three police departments will participate in the UAT phase, along with 12 representatives from Superior Court Operations and CSSD.

A meeting was held with the agency testers in November to review testing expectations, processes, and procedures for User Acceptance Testing.

Implementation of CISS Wave 0 Version 1 (CISS Search) in December will be limited to six local law enforcement officers.

Michael Pollard, continued from page 2

event. It was a glaring example of what can happen when you fail to have the kind of information getting to the people who need it, although those who work in criminal justice can provide other examples where the right information at the right time could have prevented a crime or loss of life.

The goal of CISS, of course, is simple: to give the CJIS community

“the ability to rapidly access the right data associated with criminal activity, to make the right decisions.”

“CISS is an excellent model; I would consider it to be a template of inter-agency collaboration in Connecticut. Given the success of the project at the point, by the time it’s fully operational, I expect it can be a case study for other states to emulate.” ■

~ Margaret M. Painter

CISS Project Management Update

Lucy Landry, Senior Project Manager

Accomplishments

- Wave 0 V1 development and system testing complete. Wave 0 V1 provides basic and advanced search functionality for OBTS data for users who have the data security access privileges of Sworn Law Enforcement Officers (SLEOs).
- Test cases and scripts that will be used by the CISS Business Team during acceptance testing have been created.
- Wave 0 V1 training material produced, and training provided to CISS business analysts.
- Kick-off meeting held for stakeholders who will be participating in Wave 0 V1 User Acceptance Testing training for Wave 0 V1 UAT testers.
- Wave 0 V1 User Acceptance Testing was conducted by CJIS business analysts.

Next 30 Days

- Wave 0 V1 User Acceptance Testing will be conducted by representatives from Newington PD, Glastonbury PD, Wethersfield PD, CSSD, and Court Operations.
- Put staff and procedures into place for Wave 0 V1 Help Desk.
- Implement back-up and restore procedures.
- Wave 0 V1 will be launched into production.
- Begin developing project schedule for Wave 0 V1.5 to roll out Wave 0 V1 functionality to more users. ■

OBTS in Brief

John Cook, Project Manager

Accomplishments

- The OBTS team completed the development of new software enhancements for OBTS release 7.4, which include: performance improvements to exact name search, adjustments to maintenance screens, system event logs used by OBTS technology team members, and data purity corrections.
- Data correction and purity activities performed include modifications to the OBTS database structure, software adjustments to support receipt of single detainer codes submitted by OBIS, corrections to the original D1DP dataset to update generic UAR numbers set to '99999999,' null ticket numbers, and updates to correct generic alien registration codes.
- OBTS team members worked with the CISS development team to create a new data exchange interface.
- The OBTS application migration is planned for the next release cycle scheduled in February 2013.

Next 30 Days

- OBTS team members will continue to work with the CISS development team to complete data exchange interfaces and review security posture in preparation for CISS.
- OBTS team members will continue work preparing for OBTS release 7.5.
- Data purity improvements will continue. ■

Definitions

User Acceptance Testing validates end-to-end business processes, system transactions and user access, confirms the system or application is functionally fit for use and behaves as expected. Also, identifies areas where user needs are not included or are incorrectly interpreted in the system.

Business Acceptance Testing determines if the system meets business goals, including explicit and implicit business requirements, that function as intended to meet user needs.

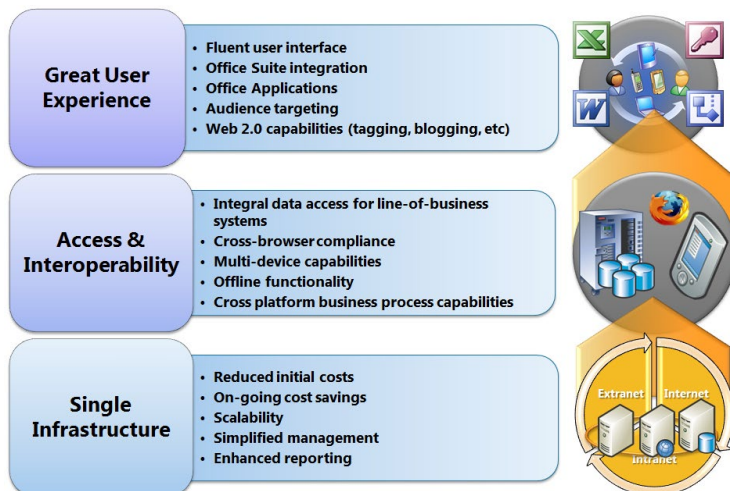
FAQs

What is SharePoint, and what can it do?

SharePoint, the Microsoft program that many are already familiar with, is going to play a key role in the use of CISS. Each team's respective SharePoint site will be created — with all appropriate security built in — to be the single portal through which users will access CISS. But beyond the access to CISS, these team sites will provide a broad range of functionality to improve efficiency and reduce costs.

SharePoint is a tool for communication and decision making. A SharePoint site helps groups of people share information and work together. For example, a SharePoint site helps users and teams:

- Coordinate projects, calendars, and schedules,
- Review documents or proposals,
- Facilitate team discussions regarding best practices, curriculum use, training successes, etc. ,
- Share information and keep in touch with other people,
- Document team communications,
- Access curriculum and training resources.



CIDRIS in Brief

John Cook, Project Manager

Accomplishments

- The Connecticut Impaired Driver Records Information System (CIDRIS) program is increasing in accuracy and volume.
- 10 troops are actively submitting OUI cases.
- Between 10/1 and 11/20, state troops submitted approximately 176 messages — a 17 percent increase compared to the number of OUI cases submitted during Q3 2012.
- Initial message submission rates for OUI incidents have also improved to a success rate of approximately 85 percent — up approximately 23 percent, compared to the success rate for Q3 2012.
- The CJIS Forms Viewer application has passed several rounds of User Acceptance Testing by the CJIS stakeholders. The Viewer gives users the ability to search OUI document attachments by UAR and ticket numbers, and print documents on demand. CJIS staff are working with Judicial to move the new system into production and begin parallel testing with Judicial general area clerks.

Next 30 Days

- The CIDRIS team continues work to review weekly scorecards with stakeholders to troubleshoot problematic OUI electronic submissions. As a remedy, CJIS is working with DESPP to create an exceptions list to assist state troops with identifying issues that affect timely reporting of initial OUI submissions.
- CJIS and Judicial to begin parallel testing of the CJIS Forms Viewer. Testing is expected to continue through January 2013.