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Kansas Criminal Justice Information System (KCJIS) Committee
January 13, 2014 1:30pm-3:30pm
Judicial Center, Room 269
MINUTES

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Committee Members in Attendance:

Jim Clark, Department of Administration; Gordon Lansford, KCJIS Director; Joe Mandala for Leslie Moore (KBI), Kansas Bureau of Investigation (KBI); Randy Moon, Kansas Highway Patrol (KHP); Lance Royer, Sheriff's Association; Mary Chambers, Juvenile Justice Authority (JJA);Harold Sass, (KDOC) Kansas Department of Corrections; Ed Klumpp, Police Chief's Association; Kelly O'Brien, Office of Judicial Administration; Brad Gilges, 911 Providers, Pam Moses, Kansas Association of District Courts and Amber Norris, Kansas County & District Attorney Association (via teleconference).

Others in Attendance:

Denise Wheeler, KBI; Javier Barajas, KBI and Don Langford, Wichita PD,

Welcome and Announcements:

Jim Clark, KCJIS Chair; called the meeting to order at 1:30pm.

Additions/Corrections to Minutes

December minutes were reviewed and Lance Royer made a motion to approve the Minutes and Mary Chambers 2nd the motion. Motion carried.

Project/Activity Discussions

1) **KCJIS Treasurers Report**
    a) December bank statement reviewed by the Committee and all administrative charges from UMB has been reimbursed.

    b) The bank account has been moved to Central National Bank and closed at UMB.

2) **Review of KCJIS Statutes**
    a) Statutes have been finalized and they are ready to be presented to the Legislature
    b) KCJCC approved all of the statute changes submitted and found changes needed to be made in their statutes to be brought forward.
    c) Funding opportunities of KCJIS were discussed and KCJIS will need to become more visible with the Legislature moving forward. KCJCC is very supportive of helping wherever they can with the KCJIS Committee.

3) **Election of new KCJIS Chair**
    a) Since the statutes have not been approved by the legislature this will need to be tabled until the next meeting.
    b) Elections were held to appoint a new Vice Chair with Ed Klumpp and Kelly O'Brien as the nominees.
    c) Balloting for election of the Vice Chair was held and the new Vice Chair is Ed Klumpp.

4) **Appointment of Executive Committee**
    a) Decision on who will be on the committee will be delayed until after the legislative session. The duties of the Executive Committee will consist of reviewing the job duties of the KCJIS Director, oversee his work, provide his performance evaluation, etc.
    b) Discussed that the KCJIS Director cannot lobby directly with the Legislature.
    c) KCJIS will need to keep KCJCC better informed of what we are doing. Suggested we provide a one page summary with a cover page of the highlights of the minutes.

d) Gordon will meet with all new members of KCJCC to let them know about KCJIS and explain what we do and our purpose.

e) Have to adopt bylaws to determine how many people will form the Executive Committee.

5) **Discussion of KCJIS Committee Work Plan for 2014**
   a) Action plan
      i) Identify and populate sub committees
      ii) Distribute Bill from Revisor
      iii) Develop bylaws with mission and vision statements - Brad
      iv) Dev Director job description - sub committee
      v) Update KCJCC (???how often) - Gordon provide a template
      vi) Appoint Executive Committee
      vii) Develop KCJIS Plan like INK and 911 coordinating Council
      viii) Develop KCJIS budget - from agencies
      ix) Planning session results (docs) - Gordon
   b) Discussion regarding how best to achieve the goals.
      i) Randy suggested creating sub committees to take on some of these tasks.
      ii) Need to find a steady funding source to sustain KCJIS and each agency must be willing to KCJIS apprised of what projects are being developed and how does it affect KCJIS.
      iii) This list will be a working document that will be revised as necessary and priorities evaluated on a regular basis.
      iv) How do we want to plan to meet to begin working on some of the action plans? The next two meetings will focus on working the action plan items. Feb and March meetings will be held with 40 min of agenda items and the rest of the meeting will cover action items.

6) **Next Steps in Funding Discussion**
   a) Base funds are primarily in KBI and KHP budgets but each agency participating in KCJIS is required to fund their connectivity and it is very constrained
   b) Need to find supplemental funding for KCJIS and possibly make it have it's own budget
   c) Need to seek out grants, both federal and private along with NGA
   d) Chair will seek funding for private Kaufman grants
   e) Gordon will check on the governors grants availability

7) **Discussion of "Gaps" in KCJIS Electronic System**
   a) Gordon showed the previous KCJIS diagram that was created several years ago.
   b) Knowing about local projects that will benefit KCJIS users. Don Langford discussed the project in Wichita.

8) **Discussion of KCJIS Conference**
   a) Denise and Gordon will work with vendors
   b) Denise is doing registration
   c) Lance is treasurer
   d) Ed is hospitality
   e) Training content discussion

9) **State and Local Reports**

   a) Wichita is looking at a cloud solution using Microsoft Office 365.
   b) OITS has a RFP out for a solution and Microsoft and Google are bidding it. They have to be able to meet the FBI security procedures. Google refuses to comply and Microsoft wants the KHP to vet all their employees to be able to work with local agencies. Randy Moon reported it is against FBI policy to share fingerprint data between agencies and each agency would have to perform their own backgrounds.

10) **Adjourn and Next Meeting**

a) **Motion to adjourn by Joe Mandala, it was 2nd by Kelly O'Brien and the motion passed. The next KCJIS Committee meeting will be held on February 10, 2014; 1:30pm-3:30pm; Judicial Center, Room 269.**