<p style="text-align:center">**Kansas Criminal Justice Information System (KCJIS) Committee**
March 9, 2015, 1:30pm-3:30pm
Room 269, Judicial Center
APPROVED</p>

Committee Members in Attendance:

Ed Klumpp, Chair, Kansas Association of Chiefs of Police; Capt. Lance Royer, Kansas Sheriff's Association, KCJIS Treasurer; Harold Sass, CIO, Kansas Department of Corrections; Capt. Brad Gilges, Franklin County SO, 911 Director, APCO; Don Cathey, Kansas Highway Patrol; Leslie Moore, Kansas Bureau of Investigation; Pam Moses, Reno County District Court; Amber Norris, Butler County Attorney, KCDAA.

Others in Attendance:

Gordon Lansford, KCJIS Director; Brad Burke, Chief Counsel, KDOL; Kevin Reiser, Wichita PD; Jana Best, Wichita PD; Chris Bortz, KDOT/TRCC; Amy Johnson, KHP; Denise Wheeler, KBI; Nicole Hamm, KBI; Don Kayser, REGIS.

Welcome, Approval of the Agenda, Approval of the Minutes:

Ed Klumpp, Chair, called the meeting to order. Chairman Klumpp introduced Don Cathey as the newly appointed representative to the KCJIS Committee representing the KHP. Don noted that he believed the appointment would be temporary until a permanent replacement was named. A new guest, Don Kayser representing REGIS was introduced and introductions were made.

The agenda was approved without objection. There were no suggested changes to the February meeting minutes. Leslie Moore moved to approve the minutes; seconded by Capt. Lance Royer. The motion carried. A motion was made by Capt. Lance Royer to accept all approved subcommittee reports/minutes, seconded by Capt. Brad Gilges; motion carried.

TRCC Status Report:

Chris Bortz, KDOT/TRCC, said that several of the projects would be covered later by others. He reported that the Traffic Records Assessment is now open for its third and final round of input, He expressed appreciation to all of those who have participated. All is going as expected. The assessment is important to continue to receive NHTSA (National Highway Traffic Safety Administration) funding. He noted that the KCJIS Architecture project is progressing under the leadership of Joe Mandala. He also noted that there is a new TRCC grant to DASC (KU GIS) that will implement Crash Reports using GIS. It was suggested that the demo of the application that was presented to the TRCC a few months ago might be of interest to the KCJIS Committee and he will try to make that happen at an upcoming meeting.

Financial Report:

Capt. Royer reported there were minor changes in our account due to supplies purchases for the KCJIS Conference. He will provide an updated statement at the next meeting. He also reported that we should be ready very shortly to take conference registrations through Kansas.Gov.

KCJIS Training Conference:

Amy Johnson presented an updated draft of the 2015 KCJIS Conference. The draft was reviewed and discussed. Some content is firm and some is still being worked. We still need a few speakers and sponsors. We are ready to

open the site for registration. We have six good candidates for the Monday evening reception, and the Tuesday lunch. There is a tour of the capital followed by the reception. Enter the capital via the north visitors' entrance. We will do the giveaways at the end of the day on Tuesday; must be present to win. The opening speaker will either be Mark Bruce or Randy Moon. We canceled the Attorney General because we can't get a prior commitment. A note was made that it would be good if Capt. Moon could do the keynote in recognition for his efforts. There have been numerous inquiries for the conference and we need to get the site up and running.

Status Report on Jail Inventory and Victims Notification:

Brad Burke reported that the contracts are complete through the survey and there has been significant effort on that effort. Following the survey results the effort will begin to draft the RFP. The same group will be working on both the RFP and the KITO reports that will be required. The survey has had about a 90% response from the jails, which is very good. Appriss is going to meet with Brad and he has asked that Kansas.Gov to sit in on the meeting.

Subcommittee Reports:

- **KCJIS Circuits Subcommittee** reported by Chair Leslie Moore:

  There has been no meeting of the subcommittee since the last KCJIS meeting.

- **e-Statute Subcommittee** reported by Chair Ed Klumpp:

  Ed reported we are waiting on the design phase finalization. He also noted that there will be a webinar tomorrow showing how the system's user interfaces will work. Leslie has seen the content of the session and said it was very useful in understanding how the system will work for end-users and agencies.

- **e-Citations System** reported by Project Manager (PM) Gordon Lansford:

  There is nothing new to report. Currently we have a commitment from Wichita PD and have several other agencies have been contacted, but it is a lower priority that E-Statutes and will become more active after the session has adjourned.

- **KCJIS Policy and Procedures Subcommittee** reported by Don Cathey, KHP:

  Don reported there has been significant work on the new policy. It is 266 pages in total and is best viewed online. He presented, as a first reading, a summary of the changes and noted that committee members could access the entire document for review, online. Part I is the FBI Policy, and Part II is the KCJIS Section. There are additional sections similar to previous versions. He noted that each agency must have their own firewall. Discussion was held regarding elements in the policy, including wireless, mobile devices, etc. There was an urgency expressed because the FBI is currently working on an update so this update should be approved at the April KCJIS meeting.

Training Opportunity:

Gordon announced an upcoming training class will be offered by the KITO that would be highly beneficial to anyone thinking about proposing a new system or project. It is called "Creating a Successful Project Business

Case" and will be offered on May 7-8, 2015 at an estimated cost of $245 per attendee. It will assist agencies on how best to present the benefits, results, and return on investment for any project, but particularly those that require KITO approval. The point of contact is Linda Eagan in the KITO office.

KCJIS Performance Measures:

Gordon Lansford presented a suggested list of performance measures noting that it is only a "draft" list of ideas and the committee should add and delete as necessary to create a good set of measurements that will show the results and benefits of the KCJIS System. He noted that any request for funding would be followed by questions regarding what KCJIS provides in value to the State of Kansas and the public safety of its' citizens, and are, therefore, very important to all of those who create, use, or benefit from KCJIS. Capt. Royer said it would be useful to know who is keeping track of the items today and do they know they are. It was agreed to add a column showing who is keeping track of each measurement. The committee reviewed the list to identify the "owner" of each measurement. Some of the measurements do not exist because KCJIS does not yet have the capability that would be measured; therefore, those items should be considered as "needed" if the committee so chooses. Chris Bortz suggested that E-Citations should be divided into 1) collecting, 2) submitting, and 3) central repository. Numerous suggestions were made to update the list. There was discussion of fiscal year vs. calendar year and which would work best. Ed noted that we should consider separating the items into **performance** measurements and **activity** measurements. After <u>significant and extensive discussion</u> of possible measurements along with their pro's and con's , it was concluded that we would revisit this in "draft form" next month and attempt to create a "starting point" for the committee regarding performance measures, both public and non-public. The draft should include both "measurements" of items as well "goals" or "needed functions" that do not currently exist. Their appeared to be a consensus that a report done quarterly would be useable and relevant. A draft will be prepared for further discussion at the April KCJIS meeting.

Ed inquired about current activity on Juvenile Justice with Rep. Finch and Rep. Jennings. Ed noted that it is a significant, and current, issue due to the recent report on Juvenile Justice. Gordon noted that it is referenced in the Directors Report but there hasn't been any activity on that specific item since the activity level has picked up in the legislature. Gordon also noted that he has met with Bill Roth, who conducted the original "information flow analysis" for adult criminal justice. He said that Bill had invited Ken Orr to the meeting because Ken has assisted the State of New York in developing juvenile justice capabilities similar to what Kansas has in mind. It was also noted the Ken did the Enterprise Architecture a few years ago for KDOC.

Regarding DCF, Ed noted there would be an "interim" legislative group taking a look at the need. He further stated that KCJIS should be prepared to present our capabilities in facilitating a "secure" exchange of information for that purpose to the working group.

State/Local Agency Reports:

Don Kayser with REGIS commented on adult dispositions that REGIS is working on a system that provides electronic reporting from the "jail" to the "disposition". He also noted that KCK is reporting citations directly to the municipal court electronically. He noted that KCK is the only customer he can accurately comment on.

KCJIS Directors Report:

Gordon presented a summary of his activities or events where he has been involved since the last KCJIS meeting. He noted that a priority for him would be to get electronic dispositions from the New Dawn system, because of the "volume" available in the counties using that system. He noted that he didn't expect it to be difficult but added that someone would have to "build" the interface, which would involve funding. Ed asked about the "top 10" states and what they are doing that we can learn from. Gordon said he has contacted various organizations to help him identify who those states would be and that he will contact his counterparts in those states to survey their applications and compare them to ours. Out of that we might discover "gaps" that could potentially identify needs and could be useful in presentations to the legislature. Gordon hopes he will be able to provide some useful information by next month, but that remains to be seen depending on responses to his inquiries. He also noted that there are six vendors who should be able to sponsor the more significant items at the June KCJIS Conference. He also asked the members to identify vendors that he has not included on his list who do significant business with KCJIS agencies. He was asked about ordering the retractable lanyards and he will provide the information to Lance who will order the product.

Report from the Chair:

Ed reported that on SB 14, which is the KCJIS line fund, has a hearing tomorrow afternoon and he has all the supporting material ready to report. He does not have a feel for how it will proceed, primarily because it takes money out of SGF. Ed expressed his appreciation for all the work of the KCJIS subcommittees.

Adjournment:

The meeting was adjourned on a motion by Capt. Royer, seconded by Don Cathey; it carried and the meeting was adjourned 23 minutes early.

Next KCJIS Committee Meeting: Monday, April 13, 2015, at the Judicial Center in Room 269.