

Kansas Criminal Justice Information System (KCJIS) Committee
July 13, 2015, 1:30pm-3:30pm
Room 269, Judicial Center
APPROVED

Committee Members in Attendance:

Ed Klumpp, Chair, Kansas Association of Chiefs of Police; Deputy Secretary of Administration Sarah Shipman (sitting in for Secretary Clark), Vice-Chair; Capt. Justin Bramlett, KHP; Harold Sass, CIO, Kansas Department of Corrections; Capt. Brad Gilges, Franklin County SO, 911 Director, APCO; Leslie Moore, Kansas Bureau of Investigation; Capt. Lance Royer, Kansas Sheriff's Association, KCJIS Treasurer; Amber Norris, Butler County DA, KCDAA (by phone); Kelly O'Brien, CITO, Judicial Branch.

Others in Attendance:

Gordon Lansford, KCJIS Director; Brad Burke, Chief Counsel, KDOL; Amy Johnson, KHP; Nicole Hamm, KBI; Don Cathey, KHP; Scott Shultz, Kansas Sentencing Commission (by phone); Chief Darrell Atteberry, City of Belaire, KS; Dan Keyser, REGIS.

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

Ed Klumpp, Chair, called the meeting to order at 1:30pm. Chairman Klumpp added items to the agenda regarding (1) reimbursements related to the KCJIS Conference, (2) National CJIS related conferences. There were no other changes to the agenda. There were no suggested changes to the May meeting minutes. Lance Royer moved to approve the minutes; seconded by Brad Gilges. The motion carried and the minutes were approved. There were no subcommittee reports to be received/approved.

Election of Chair and Treasurer for 2015-2016:

Ed Klumpp was nominated by Capt. Royer to be the Chairman; the motion was seconded by Leslie Moore. The motion carried unanimously and Ed Klumpp will continue as KCJIS Chairman. Capt. Royer was nominated to be Treasurer by Capt. Gilges and seconded by Capt. Bramlett. The motion carried unanimously and Capt. Royer will continue as KCJIS Treasurer.

Financial Report:

Capt. Royer, Treasurer reported that the conference was a financial success leaving KCJIS with a positive balance of \$6,916.54, less a beginning balance of \$5,684.31, with a net increase of \$1,232.23. The total revenue generated was \$13,115.00, with total expenses of \$11,882.77. Capt. Royer presented a spreadsheet showing all of the detail supporting these figures and verified same with the bank. There is one outstanding bill for a "video splitter" purchased by Ed and one paid bill for conference signage; Capt. Royer moved approval, seconded by Kelly O'Brien. Motion carried.

KCJIS Training Conference debriefing:

Amy Johnson reviewed the conference surveys and presented several charts summarizing the results. The reports indicated a high overall satisfaction with the conference. The Sunday reception was good as was the Monday dinner. Presenters were rated good. Conference content was good. The survey indicated that a high percentage thought the conference was informative. The majority indicated a majority would return the following year. It was noted that having the door prize drawing at the very end was a good choice. There were numerous comments and Amy listed all of the comments, as written, for review by the committee. There was a general

opinion that this venue was good (better than Hutch). Presenters were rated highly. Content was rated as good. There was an expressed need for more information on the KCJIS Portal, as well as OpenFox. There was also an expressed interest in more information on audits. It was noted by Ed Klumpp that there was expressed interest in “records” and it was noted that there is no conference specifically covering records, so we should look closely at that for next year. The tour of the Statehouse was well received.

Regarding planning for next year no decision has been made as of today for a venue. Regarding the schedule of the conference itself, there was concern expressed regarding the laptops used in the lab. It was noted that they are extremely old; the plan was to see if they could be upgraded but they may be too old to do so. There was discussion regarding speakers at lunch versus no speakers at lunch. It was noted that “case reviews” are always well received as luncheon speakers.

Electronic Journal Entries:

Ed Klumpp indicated that he and Scott Shultz of the Kansas Sentencing Commission had been discussing the possibility of exploring this possibility in the future. Ed, as chair has decided to appoint a subcommittee to explore the options for submitting journal entries to the Sentencing Commission and the Department of Corrections electronically. He would like to identify the scope and ROI followed by the need for funding. Scott Shultz indicated the key to success was a single type of data entry capability. Ed reiterated that all journal entries are received on paper and entered by hand at both agencies. Scott indicated the Sentencing Commission had two FTE entering data by hand and Harold Sass indicated that the Department of Corrections had 8 people entering data. Harold Sass indicated a willingness to Chair the subcommittee. He and Ed will discuss it further.

Ed asked Amber if she would like to represent the prosecutors and she said it depends on the amount of time it would take. Discussion was held regarding the makeup of the committee. Amber said she would consider the question and report back. Gordon indicated that journal entries process varies across the state but that 41 counties use FullCase to create the Journal Entries and 6 counties use New Dawn. In addition he noted that “each year” the journal entry changes based on decisions made by the Sentencing Commission. He also noted that the form itself has become much more “complex” over the years as it has moved away from a “checkbox” process to some fill in the blank type of data. He noted that our electronic capability has NOT progressed in the last several years because funding to update FullCase no longer exists. Both FullCase and New Dawn would need to be updated to submit electronically. Ed noted there is no current “electronic capability” for submission. Brad Burke noted that just getting the signatures is a challenge because of the timing of events in and around the court. The District Court Clerks are the official keeper of the official journal entry. We need to get a quote from JSI to update FullCase to the 2015 Journal Entry. The chair asked Gordon to pursue the cost and method to update FullCase.

Status Report on Statewide Jail Inventory and Victims Notification Project:

Brad Burke indicated the selection committee is being formed and will be asked to sign non-disclosure agreements. It should be on the streets shortly. Victims will be represented by Dorthy Halley from the Attorney General’s office. The funds need to be encumbered by the end of September and Brad indicated that should not be an issue.

Subcommittee Reports:

- **KCJIS Policy and Procedures Subcommittee:**

Nothing new to report.

- **KCJIS e-Statute Subcommittee** reported by Chairman Ed Klumpp:

Ed noted that the programs are being written, followed by testing. The goal is still the end of the year. However, that does NOT include the migration of data from the old systems to the new system. Research is being done on that issue. It is expected to be ready for the 2016 session.

- **KCJIS Project and Planning Subcommittee** reported by Leslie Moore, KBI:

Leslie reported that they met last week and the subcommittee added three new projects and completed one project (KASPER). Otherwise the list of projects has not changed substantially. The membership is changing and some new members are being added to make the committee more comprehensive.

- **KCJIS e-Citation Subcommittee:**

Nothing new to report.

Performance Measure Report:

Gordon presented a “draft sample” of KBI Performance Measures, prepared by the KBI. The draft included two departments from the KBI. Discussion was held regarding the items presented, keeping in mind that the information needs to be meaningful to the Legislature or other non-criminal justice personnel. It was noted that the total column may not be meaningful. Denise Wheeler was on vacation and Javier prepared the draft. The “missing” items we still believe are available from the FBI but we need to ask Denise. There was discussion regarding the “training categories” from both KBI and KHP. The Chair asked that the draft be expanded to include other agencies.

National Conferences discussion:

Gordon presented a summary of his activities or events where he has been involved since the last KCJIS meeting. Discussion was held regarding conferences that Gordon has attended in the past. These are conferences that focus on “integrated justice” as opposed to specific parts of criminal justice. He asked the committee to approve his expenses to (1) the IJIS/NCJA conferences in August 2015, and (2) the NAJIS (National Association for Justice Information Systems) in October 2015. After discussion Lance moved, and Kelly seconded, a motion to approve Gordon to attend the NAJIS Conference, with an estimated cost of \$1900, and did NOT approve the IJIS/NCJA Conferences; motion carried. He will submit the normal travel requests via the Department of Administration. Further discussion suggested that others who would benefit could be Joe Mandala and someone from the KHP. It was noted if the KBI and KHP saw benefit in attending, there most likely is not funding available through KCJIS and the funding will probably have to be through those agencies. A full report was requested upon completion.

State and Local Reports:

- Capt. Bramlett reported that Lt. Craig Phillips will be joining him as second in command of the CJIS unit.
- Harold Sass reported that he is putting up his “dashboard” solution and anyone who would like to use it is welcome to. He is willing to demo it for us and can be ready for the August agenda.

Directors Report:

Gordon presented a summary of his activities or events where he has been involved since the last KCJIS meeting. He noted that one of the key changes that will occur is when OJA moves to E-Court in that it will “break” the electronic connection between courts and prosecutors. He asked Barry Wilkerson to make the announcement to KCDA and ask for persons who are interested in joining the “development committee” for FullCase. Ed noted that it is similar to the electronic journal situation.

Report from the Chair:

Ed thanked the committee for their expression of confidence in him and electing him to Chair the KCJIS Committee again this year. He also noted that his observations of the KCJIS Conference were very good and he noted that many said it was a very good conference.

Adjournment:

The meeting was adjourned by the Chair at 3:35pm.

Next KCJIS Committee Meeting: Monday, August 10, 2015, at the Judicial Center in Room 269.