**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM**

**LAW ENFORCEMENT USER’S GROUP**

**MONDAY, DECEMBER 10, 2012**

**OPENING AND ATTENDANCE**

The regularly scheduled meeting of the Law Enforcement User’s Group was held at the Dover Police Department, Dover, DE 19904. Mr. Abbott called the meeting to order at 9:40 a.m. Those in attendance included:

 Dawn Lynch Rehoboth PD David Hopkins Newark PD

 Dolmesha Stallings-Bolton DSU PD Dominic Carretto DELJIS

 David Elwood DELJIS Renee Rigby DSP/SBI

 Mary Sheppard DSP/SBI Tim Hamlett DNREC/ECU

 Marvin Clark U of D PD Kathy Bates JP Courts

 Robert Abbott NCCPD Peggy Bell DELJIS

 Lynn Gedney DELJIS Nicole Wilson DELJIS

 Mike McDonald DSP IT Douglas Deveney DSP Troop 9

1. **REVIEW OF THE OCTOBER MINUTES**

A motion to approve the October 2012 minutes was made by Mr. Hopkins and seconded by Mr. Clark. The group unanimously approved the minutes and the motion was carried.

1. **OLD BUSINESS**

**Automated System Usage Statistics**

The statistics were reviewed by the LEUG attendees. Ms. Bell stated that there were some issues on the IDR reports not linking to the original report. This was solved by menu function now being available in CJIS to show the report number that the IDR report is linked to.

**Progress Status Report**

An overview of the Development Progress Report was given to the attendees so they could track the progress on action items listed. Ms. Bell highlighted upon several items on the report as follows:

* The deceased records that have been flagged in the system for the selected defendants that are being monitored.
* Bail forms for the Justice of the Peace Courts are almost completed but there are some more risk assessment questions that have to be finalized before completion.
* Interface with the Dept. of Education and DELJIS was able to receive records from PHRST to help stabilize the active and inactive employees of school districts. With the successful continuance of the files we will be able to notify the school Superintendents when an employee is arrested.
* CJIS hosting environment is being revisited.
* COGNOS is up to date and the new server was deployed.
* Collections of the DOC supervision fees are in the final steps of completion so we will give DOC a way to monitor the accounts.
* E-Payment is in the process of being updated for the courts.
* Interface with DATE is being addressed.
* For the new DOJ case tracking, Dave Elwood will be assisting DOJ when there are questions.
* Sex offenders are scheduled to be released January 2nd. Training has been scheduled.
* Temporary license creation was explained and there has been a limit of 30 days instead of an open expiration date.

**NIBRS**

Ms. Rigby stated that the October and November reports were sent and the errors have been returned as well as reminder to send in the reports. FBI has some new changes that are being added to the fields, hate crimes, sex crimes as well as other issues. Mr. McDonald wanted to know when the reports are sent to NICS daily; are they coded in the reports before being sent. Mr. McDonald stated that there is a pending process on coding the files to be received within the NIBRS and DELJIS disagreed because it would result in rewriting the way we obtain the data without it being sent.

**E-Ticket**

There is nothing to report at this time only an update.

**LEISS**

DELJIS is starting to make some of the changes to the system. All applications are already in the program and there will be some new changes that will help eliminate the confusion. Main enhancements are to make it easier for users such as showing the photo of the person that is supposed to be arrested. Lt. Deveney stated that the lethality screens that are not linking the relationship and crimes together, but it was changed when the DV groups needed to change for regulations based on information from the federal government. The contact people at DSP Troop 3 can be approached in regards to this question which are Dave Fosey and Adrianne Owen. There are several charges that are not able to use the lethality screening based in the VOR.

**COGNOS**

There was nothing new to report at this time.

**E-Crash**

The deer tag will be released after the first of the year. We will add a note that states, “this is not a late report tag.” The locator tool in regards to the boundaries being changed for Troop 9 and Troop 3; in which DELJIS is not 100% sure about the upgraded version for this.

**Tow Slip**

The new E-Tow and old system slips are still available.

**NEW BUSINESS**

* Mr. McDonald wanted to know if DELJIS is working on being able to print the criminal summons whether it is the original 1st time print or the reprint. Mr. Elwood explained that there were some options that can be achieved to help with the temporary resolution to the issue. January is the expected time frame when the update can begin.
* A question was raised on how to reset passwords for all CJIS users; DELJIS should be able to reset all passwords regardless of agency. Ms. Bell will contact DTI to check on the feasibility of this issue.
* With the new requirement for the Live Scan interface with CJIS, DSP and the SBI all warrants must be approved prior to the record being available for Live Scan processing.  Many officers are complaining that there is a unusual lag time from when they submit the warrant and the final approval.  DELJIS is now able to tack the submission time vs the approval time.  It has been determined that many times the warrants are approved but the courts have not notified the officer of the approval.  If you are unsure is a warrant is approved, you can check Pending Case Inquiry and enter the Case number.  If the warrant appears the record is approved and ready for processing.
1. **ADJOURNMENT**

With there being no further business to discuss Mr. Hopkins made a motion to adjourn seconded by Mr. Clark. The motion and it was unanimously carried. The meeting was adjourned at 11:21 a.m.

**Next Meeting Date: Tuesday February 19, 2013 at 9:30 a.m.**