**DELJIS CRIMINAL JUSTICE USERS GROUP**

**MEETING MINUTES**

**MONDAY, AUGUST 08, 2016**

The DELJIS Criminal Justice Users Group was held at Dover Police Department located at Dover Police Department Public Assembly Room 400 South Queen Street, Dover DE. Mr. Robert Abbott called the meeting to order at approximately 10:06 a.m.

Those in attendance included:

Lynn Gedney DELJIS

Peggy Bell DELJIS

Ray Sammons DELJIS

David Elwood DELJIS

Kelly Knutkowski DELJIS

Elizabeth Parsons Dover PD

Mary Sheppard SBI

Mary Beth Devine WPD

Karlene Khan DTI

Robert Denton JIC

Michelle Hoffman Family Court

Tracy Henderson WPD

Donna Massey Seaford PD

Robert Fox State Fire Marshal

Capt. Benjamin Parsons SBI

Anthony Dinardo SBI

Roberto Brito Ostolaza DSU PD

Michael McDonald DSP IT

Kevin Hunter P&P

Bill Texter Middletown PD

Gregg Shelton Elsmere PD

Isabella Kaplan DTI

Robert Abbott NCCPD

Lottie Pase DelDot

Donna Robinson DelDot

1. **REVIEW OF MEETING MINUTES**

A motion was made by Ms. Devine to approve the June DELJIS CJ Users Group Meeting Minutes and seconded by Mr. Sammons. Motion carried.

1. **REVIEW OF AUTOMATED SYSTEM USAGE**

Ms. Bell reviewed the automated system usage statistics with the attendees.

1. **DISCUSSION ITEMS** 
   1. Review of DELJIS Status Report-Ms. Bell reviewed the DELJIS Project Status Report with the attendees (See attached).
   2. NIBRS- Ms. Sheppard reported that there are no issues. Ms. Bell advised any departments who have seasonal officers to make sure that before their seasonal officers leave to have their reports corrected and approved.
   3. LEISS- Ms. Bell reported DELJIS has the LEISS enhancements documented in a special table so we can focus on working on any issues that may arise. All computers should still have the old LEISS. If users encounter problems in the new LEISS, they can transition back to the old LEISS to finish what they were working on.
   4. E-Ticket/E-Crash- DELJIS has received enhancement ideas and we are going thru them to see if they are feasible.
   * DELJIS has been receiving requests from officers to modify tickets. The charges on the ticket cannot be changed once the ticket is given to the defendant, but officers can modify the charges in court. If the officer is requesting to have a duplicate charge removed or the whole ticket deleted, DELJIS needs to know so the person doesn’t get a suspended license.
   * Ms. Bell advised that when officers request a ticket deleted because it was given to the wrong person, the officer will need to correct the E-crash report if there is one associated with the ticket.

Questions/Comments

* Ms. Bell advises that there have been some user issues with summonses. For automated summonses, officers have to swear to them exactly like manual summonses. Another summons problem is if a paper summons is issued it has to be sent to court.
* There have been problems with the charging for civil marijuana and civil marijuana paraphernalia. Officers can’t charge civil marijuana and civil paraphernalia if the paraphernalia is used for the marijuana. However, if there is paraphernalia that isn’t used with the civil marijuana, like a hypodermic needle, then you can charge both civil marijuana and civil paraphernalia charges.
* Ms. Sheppard requested for the status of civil marijuana charges to be changed to prosecution declined because it’s a responsible offense and not an offense an individual can be arrested for.
* There have been about 800 E-warnings issued and Ms. Bell advised that E-warnings can only be done one charge at a time. DELJIS has received a request to include an end of shift log to the E-warning application. This will be addressed as time permits.

1. **NEW BUSINESS**

* There have been discussions about Rule 9’s and how they were being processed. A handout was distributed to the attendees with the same information that Ms. Bell sent to users in an email on July 25, 2016. Ms. Bell had a meeting with Capitol Police, SBI and Department of Justice extradition unit to come up with a few workable ideas to resolve this problem. These ideas will be memorialized and introduced to the Chief of Police Council.
* There was one incident where a court clerk told the officer that they couldn’t bring in the person on the Rule 9 because the individual was already arrested and the court could not pick up the case. This is not correct and officers should continue to do arrest processing. If any officers hear this from the courts, please notify DELJIS.
* Ms. Bell also advised that all Sealed Rule 9 indictments that are done on paper will need to have all the charges manually entered by the court.
* Capt. Parsons said that SBI is starting to submit palm prints to the FBI. SBI is working on Live Scan updates and training to increase the success rate of palm print submissions to the FBI and it is still a work in progress. Any questions about fingerprints and facial recognition should be directed to SBI.
* Mr. Dinardo stated that the new AFIS system is up and running and Delaware has the best technology for palm prints and facial recognition. Another part of the upgrade is that a Detective can submit surveillance footage and the FBI can track faces, bodies, cars, license plates, etc. With the AFIS upgrade, a person can be captured on a couple of different systems. Capt. Parsons also noted that if here is a DIAC release to make sure that SBI is included on that release.
* Capt. Parsons stated that SBI is working with electronic surveillance technology that can scan up to 100 yards with facial recognition and match with watch lists.
* DELJIS has received calls about doing a photo lineup in the new Live Scan software. Ms. Sheppard advised users to call SBI fingerprint section 302-739-5883.
* Ms. Bell advised that users will be seeing new SBI numbers for individuals. Individuals will have SBI numbers starting with “A” meaning they only have applicant prints which is like a temporary number (T, J, and S, numbers). T numbers are temporary numbers, J numbers are juvenile, and S numbers are subjects, similar to juvenile numbers.

1. **PUBLIC COMMENT**

There was no public comment.

1. **ADJOURNMENT**

A motion was made by Mr. Sammons to adjourn the meeting at approximately 10:54 a.m. and seconded by Mr. Shelton.