**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM**

 **BOARD OF MANAGERS**

**PUBLIC SESSION MEETING MINUTES**

**JUNE 30, 2016**

**OPENING AND ATTENDANCE**

The regularly scheduled Board of Managers meeting was held at Veteran’s Affairs office located in Dover, Delaware. Ms. Bhate called the meeting to order at approximately 10:03 a.m.

Those in attendance included:

**BOM MEMBERS**

Nancy Dietz DYRS

Phil Winder DOC

Chief William Bryson Camden PD

Secretary James Collins DTI

Gregory Patterson DOJ

Marian Bhate ODS

Marianne Kennedy JP Court

Robert Denton JIC

Lt. Frederick Calhoun NCCPD

**PROXY**

Capt. Benjamin Parsons

 Michael McDonald DSP

**STAFF**

Peggy Bell DELJIS

Mary Hansen DELJIS

Ray Sammons DELJIS

Kelly Knutkowski DELJIS

DAG Lisa Morris DOJ

**PUBLIC AND NON-VOTING PARTIES**

Kate Parker West

Thomas Ruger

1. **REVIEW AND APPROVAL OF JUNE MEETING MINUTES**

A motion was made by Chief Bryson to approve the June BOM Public Session Meeting Minutes and seconded by Ms. Dietz. All approved. Motion carried.

A motion was made by Mr. Patterson to approve the June BOM Executive Session Meeting Minutes and seconded by Chief Bryson. All approved. Motion carried.

1. **NETWORK MANAGEMENT**

Crime and Justice Institute- This agency is requesting DELJIS access to develop an instrument to validate pre-trial risk assessment. The two things the agency is looking for is new criminal activity that happens in pre-trial and if that criminal activity was violent. Some of the specific data points the agency was requesting is not captured in DELJIS (example: education, if the individual owns their residence or if it is a rental, etc.). This agency is currently working with the Statistic Analysis Center for data analysis.

A motion was made by Ms. Dietz to approve the Crime and Justice Institute request for DELJIS access and seconded by Ms. Kennedy. All approved. Motion carried.

1. **STRATEGIC ISSUES**

IT Consolidation-There’s an e-mail circulating notifying users of a virus. The e-mail virus contains an attachment about an invoice. Please notify your network contact, if you receive the email virus that refers to a purchase order. **DO NOT OPEN** this email as it is a dangerous and destructive virus.

1. **COMMITTEE REPORTS**

There were no new updates.

1. **OLD BUSINESS**

Automated Usage Statistics- Ms. Bell reviewed the automated usage statistics with the attendees.

Project Status Report- Ms. Bell reviewed the Project Status Report with the attendees. (See attached).

1. **NEW BUSINESS**

Ms. Bell stated that DELJIS anticipates receiving $350,000 from the Budget Act that will be used for law enforcement connectivity.

DELJIS has entered into an agreement with JIC to convert Superior Court financials so the financial system for Superior Court is moved to one platform. A programmer with JIC is going to be working on this project with DELJIS from now until October.

1. **PUBLIC COMMENT**

There was no public comment.

1. **HEARINGS**

A motion was made by Lt Calhoun to enter into Executive Session pursuant to 29 Delaware Code §10004 to discuss criminal files and criminal records, the disclosure of which would constitute an invasion of personal privacy, and/or to discuss documents excluded from definition of public record where such discussion may disclose the contents of such documents, including pursuant to §10002 (I)(3)(5)(6)(9) and seconded by Secretary Collins.

* Case #201507108B- A motion was made by Ms. Kennedy to reinstate DELJIS access of the appellant in Case #201507108B and the appellant must attend training, sign the DELJIS Rules and Regulations, and log for three (3) months and seconded by Chief Bryson. All approved. Motion carried.
1. **ADJOURNMENT**

A motion was made by Mr. Patterson to adjourn the meeting and seconded by Chief Bryson at approximately 11:22 a.m.