

**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM
BOARD OF MANAGERS
PUBLIC SESSION MEETING MINUTES
November 17, 2016**

OPENING AND ATTENDANCE

The Board of Managers meeting was held at the Veteran's Affairs office located in Dover, Delaware. Mr. McDonald called the meeting to order at approximately 10:00 a.m.

BOM MEMBERS:

Lt Frederick Calhoun III	NCCPD
Robert Denton	JIC
Leann Summa	Family Court
Michael McDonald	DSP
Marian Bhate	ODS
Chief William Bryson	Camden PD
Phil Winder	DOC

STAFF:

Peggy Bell	DELJIS
Lynn Gedney	DELJIS
Kelly Knutkowski	DELJIS
Mary Hansen	DELJIS
Lisa Morris	DAG

PROXIES:

Earle Dempsey	
Sec. James Collins	DTI
Michelle Brogden	
Nancy Dietz	DYRS

PUBLIC AND NON-VOTING PARTIES:

Capt. Benjamin Parson
Isabella Kaplan
Anthony Spiezio
Charles Brown
Mark Rust

I. REVIEW AND APPROVAL OF OCTOBER MEETING MINUTES

- BOM Public Session Minutes- A motion was made by Ms. Bhate to approve the October BOM Public Session Minutes and seconded by Chief Bryson. All approved. Motion carried.

II. NETWORK MANAGEMENT

- Indian River School District, Department of Education-Mr. Charles Brown and Mr. Mark Rust were present to request DELJIS access for the Indian River School District Department of Education. Mr. Brown's responsibility at Indian River School District is to conduct background and internal investigations on employees and as his job duties expand it would be beneficial to have DELJIS access.
- The school district has had instances where a teacher was arrested and the school was working with the police department and needed to see the employee's charges and details of the arrest. Mr. Brown was able to get the information he needed from the police department for his investigation, but it would have been beneficial to have DELJIS access to view the arrest, because the arresting officer was tied up in court at the time.

- The school district has had instances where teacher applicants come to the school with their own criminal records. Mr. Brown would get the records from the personnel section and it would be helpful for him to verify the information through DELJIS to ensure that the school was given an accurate background check from the applicant.

A motion was made by Chief Bryson to approve DELJIS access for Indian River School District, Department of Education and seconded by Lt. Calhoun. All approved. Motion carried.

III. STRATEGIC ISSUES

- DELJIS Modernization Plan-Ms. Bell commented that DELJIS has been working with the DTI project manager Hitesh Nariani, and DELJIS has been identifying a high level of all of the interfaces.
- Mr. McDonald commended Ms. Bell when addressing the question at the Budget Hearing aimed at the modernization plan.

IV. COMMITTEE REPORTS

There were no committee reports.

V. OLD BUSINESS

- Automated System Usage Statistics- Ms. Bell reviewed the automated usage statistics with the attendees. Ms. Bell advised that DELJIS is notifying agencies to complete their reports and get them approved.
- Project Status Report-Ms. Bell reviewed the project status report with the attendees. (See attached).

Comments/Concerns

- Ms. Bell stated that there will be fields added for drug measurement and quantity in e-ticket for civil marijuana citations.
- Mr. McDonald requested if there could be an item added in the LEISS modification section to document use of force.
- Mr. McDonald asked if there was still an interest for access to the NIC E-Check via the internet. Chief Bryson and Lt. Calhoun agreed there was still an interest.
- Ms. Bell stated that DELJIS is working on OSSCE Court Collections to have one financial system for criminal justice courts.

VI. NEW BUSINESS

- Ms. Bell notified the attendees that the DELJIS Budget Hearing was on November 16th and while reporting on past performance measures, it was reported in 2003 that there were only about 190,000 electronic documents and today there is over a half a million.

- Ms. Bell reminded the attendees that the entire system, including email, will be down for maintenance starting at 4:30 a.m. on November 20th.

Presentation of Award

The Board announced that Mr. Robert Denton would be retiring at the end of December. The Board thanked Mr. Denton for his service and friendship over the years and presented an Award of Recognition on behalf of the DELJIS Board of Managers. The Board acknowledged the service Mr. Denton provided to make the overall criminal justice system efficient. Mr. McDonald thanked Mr. Denton for his unwavering dedication to the Board.

VII. PUBLIC COMMENT

There was no public comment.

VIII. ADJOURNMENT

A motion was made by Lt. Calhoun to adjourn the meeting and seconded by Mr. Denton at approximately 10:50 a.m.