**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM**

**LAW ENFORCEMENT USER’S GROUP**

**TUESDAY, JUNE 12, 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. Ms. Bell called the meeting to order at 9:39 a.m. Those in attendance included:

 Peggy Bell DELJIS Lynn Gedney DELJIS

 John Bell DELJIS Nicole Wilson DELJIS

 Dave Elwood DELJIS Dominic Carretto DELJIS

 Mary Sheppard SBI/DSP Renee Rigby SBI/DSP

 Donna Massey Seaford PD Ken Allen DSP

 Tammy Hyland DSP David Hopkins Newark PD

 Robert Fox State Fire Marshall David Bartolf Univ. of Delaware PD

1. **REVIEW OF THE APRIL MINUTES**

A motion to approve the April 2012 minutes was made by Ms. Hyland and seconded by Mr. Hopkins. 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. Please refer to the attachment. Ms. Bell mentioned that there are officers swearing to their summons via computer as well as them going to the court with the summons in hand; they need to do one option. E-Parking is doing well and the E-Crash validators are doing an exceptional job reaching out to the community.

**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.

**NIBRS**

Ms. Rigby stated that the files have been sending successfully. Mr. Bell stated the Dover Fire Marshall’s is a law enforcement agency now and Ms. Rigby stated that their reports are not a NIBRS reporting department.

**E-Ticket**

Ms. Rigby wanted to verify that Kenton PD is an active agency and that they will make the necessary changes to have them validated appropriately.

**LEISS**

Ms. Bell stated that the application is going to be rewritten by Mr. Carretto and that there is modernization that will be done the system. All of the suggestions and concerns that the user community has sent to DELJIS have been logged and Mr. Carretto will work in the changes as the system is being re-written. A request was made by Ms. Hyland and Mr. Allen in regards to the locator tool being available in this application as well since it is currently being used in E-Crash.

**COGNOS**

Ms. Bell stated that the system is up and running and that there will be times were agencies may need to call to let us know of problems so we can go ahead and take care of it at that time. Ms. Hyland wanted to know if we can add the Domestic Violence reports to the list of reportable information but it has been on the list of projects to be created by DTI.

**E-Crash**

There were no issues reported but a request from Ms. Hyland to check on how emergency vehicles are stored when in a crash. DELJIS will check into what we can accomplish.

**Tow Slip**

Mr. Elwood presented a demonstration to the attendees on the new changes to the E-Tow that are being made. The application is going to be moved into the training database and there will be testing completed. The audit feature is being completed as well and once the testing is done we will be moving the application into production. Mr. Allen wanted to know if there was some training that need to be completed for officers; there will be none since the application mirrors the one that is being used currently. Mr. Elwood also showed the letter that is going to be part of the new E-Tow. Additionally the amount of paper will be reduced to give to drivers and tow company.

1. **NEW BUSINESS**

**Supplements**

Ms. Bell stated that there are some concerns in regards to the 30 day reports that are completed on reports that are still pending in the system. DELJIS would like to approach a change that we can just eliminate the mandated 30 day supplement report due to lack of solvability factors; therefore making the reports unnecessary.

**Email Address on Exchange Forms**

Ms. Bell presented to the attendees that there is a concern about officers email information being on the exchange forms that are presented at an accident. There is no other location other than the exchange forms that allow for this email address to be printed.

**Latent Print Status**

Ms. Rigby mentioned that there are latent prints on the DSP intranet site and testing has been done. There are no concerns at this time. Ms. Bell stated that DELJIS was contacted by the DOJ to have certain fields added to the LEISS supplement for the possible creation of a Latent/Evidence supplement. DOJ is identifying their need. Additionally there will be a discussion as to whether or not the EDU experts will be writing supplements for all agencies.

1. **ADJOURNMENT**

With there being no further business to discuss Mr. Hopkins made a motion to adjourn the meeting. Mr. Fox Seconded the motion and it was unanimously carried. The meeting was adjourned at 11:08 a.m.

**Next Meeting Date: Monday August 13, 2012 at 9:30 a.m.**