**DELAWARE CRIMINAL JUSTICE INFORMATION SYSTEM**

**LAW ENFORCEMENT USER’S GROUP**

**TUESDAY, OCTOBER 16, 2012**

**OPENING AND ATTENDANCE**

The regularly scheduled meeting of the Law Enforcement User’s Group was held at the Delaware State Police Academy, Dover, DE 19904. Mr. Abbott called the meeting to order at 9:38 a.m. Those in attendance included:

 Peggy Bell DELJIS Lynn Gedney DELJIS

 Mary Sheppard DSP/SBI Renee Rigby DS/SBI

 Dominic Carretto DELJIS Dave Elwood DELJIS

 Christina Kober Dover PD John Bell DELJIS

 Donna Massey Seaford PD Marvin Clarke Univ. of DE PD

 Doug Deveney DSP/Troop 9 Robert Longo Bridgeville PD

 Kathy Bates JP Courts Tim Hamlett DNREC/ECU

 Dawn Lynch Rehoboth PD Robert Fox State Fire Marshall

 David Hopkins Newark PD Dolmesha Bolton Del State University PD

 Bob Abbott NCCPD Bill Crotty DSP/DIAC

 Laura Giles Elsmere PD Ken Allen DSP

 Nicole Wilson DELJIS

1. **REVIEW OF THE AUGUST MINUTES**

A motion to approve the August 2012 minutes was made by Mr. Hopkins and seconded by Ms. Rigby. 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. A question was raised about whether departments have to use the automated programs DELJIS develops. Please refer to the attachment. Ms. Bell mentioned that DELJIS is the responsible party for all the line charges for all agencies. As a result of DELJIS paying the charges we expect the systems utilized.

**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 Accident Sale Portal is due to be deployed in January 2013 for all municipal law enforcements agencies. The backend reporting will be completed through DELJIS as well as the funding allocations will be sent to the appropriate agency that has possession of the accident. The funding will be delineated to each agency that sells the report.
* Data Exchange between states is going to begin including other states such as Pennsylvania, New Jersey and Virginia. The reason for the data sharing is to help solidify the self-reporting of individuals who are on probation. So in-turn the current state Maryland is able to know if there was police activity in Delaware with their defendants and vice versa with us.
* The Division of Motor Vehicle would like to remove all of their data from the CJIS mainframe and creating their own interface for users to access. DELJIS is working with DMV on this item.
* Ms. Rigby wanted to know the status of the rap-back reporting for the school districts. At this time DELJIS has made sure that all employees that were reported to be employed within the three pilot schools, Christina, Campus Community and Indian River, have an indicated fingerprint category to match against when an arrest is made. With the request to PHRST on releasing the most up to date employee names for all schools has not moved any further in the process.

**NIBRS**

Ms. Rigby stated that the files have been sending successfully. Also that the month of August was sent successfully to the FBI and that September is well being sent sometime this week. She also mentioned that are going to be creating a separate report for NCCPD since they have over 13,000 records that are still in the process of being validated. Ms. Bell wanted some clarification on the ethnic codes that are used in the UCR indicators so we can capture the correct information in our state as the FBI is possibly making changes. Also a question was raised about non-traditional spouses that have civil unions for how the VOR (victim offender relationship) should be captured. Ms. Rigby When handling an incident involving a Victim and Suspect that are united by ‘Same Sex Marriage’ or ‘Civil Union’ the Victim Offender Relationship that will need to be selected is Homosexual Relationship ‘HR’. The reason for the selection of this VOR is that State Bureau of Identification (SBI) has advised us that the Federal Bureau of Investigation (FBI) does not presently recognize ‘Same Sex Marriage’ or ‘Civil Union’ under the VOR of Spouse ‘SE’ and the FBI has advised there are no immediate plans to change the VOR’s in the table.

**E-Ticket**

There is nothing to report at this time only an update. The question of whether or not data from other automated applications is able to import into E-Ticket is now successfully completed.

**LEISS**

There is nothing to report at this time only a request. Ms. Kober wanted to know if we can upload a new PDF of the grids for Dover PD; Mr. Carretto will be doing this task. Mr. Allen advised that DELJIS should consider obtaining correct grids and locations from the CAD system utilizing the GIS layer created by Mr. Matt Laick. Ms. Bell advised that all agencies do not use the same grids. For example Dover PD and Wilmington PD are unique to their agency. Mr. Allen stated that Mr. Laick has the entire state already completed. DELJIS advised that we will reach out to Mr. Laick and that DSP grids are done but the rest of the state and local agencies are not complete. The new CAD RFP is approved and there is an interface request between DELJIS and the CAD. Mr. Allen was not sure if this would be funded.

**COGNOS**

There was nothing new to report at this time.

**E-Crash**

There was nothing new to report at this time.

**Tow Slip**

Tow Slip has been in production since September 4th and there has been no major problems reported. The only thing that Mr. Elwood stated was that the users that are more familiar with the prior application are trying to do the same steps as in the current application. Since the E-Tow application has been simplified there is no need for the same steps since it is automated to accept numerous vehicles at one time.

**NEW BUSINESS**

* Lt. Crotty announced that there is to be a new system release from DIAC that will coincide with the same data that DELJIS has in CJIS. If the data is in the new system as incorrect then it is also incorrect in CJIS. When the user has been granted access and they are at the logon screen they will be alerted to the fact that the system is compliant with the Directive 1 from DELJIS. Also the DIAC system is federally compliant.
* Officer Hamlett from DNREC Environmental Crimes wanted to know the status of the manual summons that is to be sent to the Voluntary Assessment Center. Ms. Bell stated that there has been an example of what the document could look like is being reviewed. A need to setup a meeting between DELJIS, Courts and DNREC to complete this task.
* Mr. Fox from the State Fire Marshall’s Office wanted to know about certain statutes, much like municipal ordinances that only the State Fire Marshall can enforce. Ms. Bell advised that if the State Fire Marshall contacts Mr. Ray Sammons they will be added to the DELJIS Law file.
* Mr. Elwood stated that there is a document issue with the IDR reports. Since the forms were changed to be automated on the probable cause as well as the consent form; there is still a responsibility for the officer to sign the document that is a PDF file. The DOJ stated that this is not being done and Mr. Elwood is working with the DOJ to obtain a solution on how we can have this step completed. DMV also wants a signature line on the probable cause to be captured for them to be aware of the implied consent. A reminder will be sent out to all law enforcement.
1. **ADJOURNMENT**

With there being no further business to discuss Mr. Hopkins made a motion to adjourn seconded by Lt. Crotty. The motion and it was unanimously carried. The meeting was adjourned at 11:05 a.m.

**Next Meeting Date: Monday December 10, 2012 at 9:30 a.m.**