

NCJIS ADVISORY COMMITTEE MEETING MINUTES
Nevada Gaming Control Board
1919 College Pkwy
Room 100
Carson City, Nevada
February 16, 2007
1:00 p.m.

ATTENDEES on February 16, 2007:

MEMBERS

Capt. PK O'Neill, Nevada Department of Public Safety, Chief Records and Technology Division
Assemblyman Bernie Anderson
Todd Westergard, Gaming Control Board
Capt. Keith Logan, Nevada Sheriff's and Chief's Association
James Earl, Attorney General's Office

MEMBERS WITH PROXY

Steve Tuttle, Administrative Office of the Courts, Supreme Court on behalf of Ron Titus per letter naming proxy

A. Call open meeting to order and roll call (Action)

Captain PK O'Neill called meeting to order at 1:15pm and roll call was taken by Mindy McKay. All attendees were asked to sign in and the sign in sheet is attached to the original minutes as exhibit A.

B. Introduce New Members (Discussion)

Lisa Young with Business and Industry is no longer a user member. Todd Westergard with the Gaming Control Board has been appointed the replacement user member. Captain Logan was introduced as this was his first attendance. No action was taken.

C. October 11, 2006 meeting minutes comment, revision and acceptance (action)

Mr. Earl motioned to accept the October 11, 2006 meeting minutes. Steve Tuttle seconded the motion. All members were in favor. The motion was carried unanimously.

D. Child Trust Account – Julie Butler, Records and Technology (discussion)

Handouts of the presentation were provided and are included in the original minutes as exhibit B. Julie provided a history of the inception and purpose of Assembly Bill 239. In fiscal year 2000 regulations were adopted to establish guidelines regarding customer's access to the child trust account. The regulation hearing was scheduled for February 20, 2007 in Carson City at State Library and Archives.

Captain O'Neill explained that Julie was asked to conduct this presentation due to the usage of the criminal justice system for non-criminal justice purposes.

Mr. Earl asked if we know which legislative committees were involved in the hearing. Julie responded that she believes it was the Judiciary Committee because it involved the Sex Offender Registry and the Gaming Control Board.

D. Child Trust Account – Julie Butler, Records and Technology cont. (discussion)

Mr. Earl asked if there is a bill draft request for the current Legislative Session to clarify the child trust account bill. Julie clarified that there was not a BDR pending yet. Julie stated we were hopeful it would come out of this presentation today via the Advisory Committee members. Captain O’Neill has a meeting with Senator Nolan next week where he will ask for clarification.

D. Child Trust Account – Julie Butler, Records and Technology cont. (discussion)

Captain Logan asked if the independent agencies will go to local law enforcement for printing. Julie replied that was correct. Refund fees will need to be resolved through the billing process. The current Nevada Revised Statute does not clarify that fees applied by law enforcement agencies for rolling prints will be waived. Captain Logan verified that it’s both a state and national fingerprint background check. As of this date, fingerprint responses are being received within 30 days.

Assemblyman Anderson discussed the concerns of groups such as sports, boy/girl scouts, schools regarding their volunteers and the costs related. The fees and qualifications were discussed and explained. No action was taken.

E. NCIC Compliance Audit – Dianne Draper, Records and Technology (discussion)

The Federal Bureau of Investigation (FBI) compliance audit on Nevada’s access to and use of the National Crime Information Center (NCIC) was conducted on January 11, 2007. There was one area the Nevada CJIS Systems Agency was out of compliance. After July 2007 the issue will be resolved. When the formal letter from the FBI is received, it will be presented at the next Advisory Committee meeting.

The FBI also conducted informational only audits on non-criminal justice agencies which we accompanied them. October 2008 will be the beginning of formal audits of non-criminal agencies. Ms. Draper attended a training seminar in Florida to learn how to properly audit these agencies. The State of Nevada currently has 750 non-criminal justice agencies and one position to conduct the audits.

Captain O’Neill asked what the differences are between the FBI audit and the State of Nevada audit. Ms. Draper explained that the FBI reviews the State’s training and auditing process to ensure compliance with NCIC and CJIS Security policies. NCIC audits triennially and Nevada audits biennially. Most noncompliance is due to training issues. Captain Logan asked if we track the training issues per user. Ms. Draper stated we don’t track specific to user. The Programs Development and Compliance Unit conducted 30 audits in 2006. Captain O’Neill will have a six month report to the Advisory Committee available without agency names with issues that developed and trends.

Captain O’Neill explained we have a compliance and a technical audit. Jerry Beauchamp will explain the technical audit portion. Captain O’Neill advised he would provide a standing report to the Advisory Committee regarding audits by both PD&C and the ISO. Jerry is the ISO for the State of Nevada ensuring compliance with the CJIS Security Policy. No action was taken.

F. Nevada Offense Code revision – Ron Titus, Supreme Court Administrator (discussion)

Mr. Titus was not in attendance. Steve Tuttle was appointed the proxy per a letter provided by Mr. Titus. The letter is included in the original minutes as exhibit C. Mr. Tuttle provided the history of how the Nevada Offense Code (NOC) revision began. There were a lot of duplication and county specific codes that needed to be restructured and generalized. The NOC team is currently working on providing the current revision draft to the executive level for their review and input. The NOC team has been conducting presentations to governing and advisory boards to bring awareness and provide information. Implementation is moving forward with courts introducing the new coding into their computer systems. There will be a full scale test in Carson City spring of 2007. Upgrades to the court system and exchanging information between the law enforcement jail system, District Attorneys and courts are being made. An interface with DPS should be ready to test after DPS is off of the mainframe in Fall 2007. It is moving forward and has been well received throughout the state including gaining national recognition.

The new NOCs will incorporate federal, state and local codes.

F. Nevada Offense Code revision – Ron Titus, Supreme Court Administrator cont. (discussion)

Captain Logan said the Douglas County Sheriff's Office is close to downloading their offense codes and wasn't sure if they will translate; therefore, the sooner they can obtain their codes the sooner they can become compliant. Mr. Tuttle replied that they can take a look at what they have now and advise Captain Logan.

The NOCs are vital to the completeness of NCJIS criminal history records. No action was taken.

G. E-Dispos – Ron Titus, Supreme Court Administrator (discussion)

Steve Tuttle provided a status on the E-Dispo project. Nevada courts will start submitting dispositions electronically to NCJIS. An exchange system has been developed and pilot courts are being used to transmit test dispositions. At this time, only plea (guilty, not guilty, dismissed, etc.) information is being transmitted. Complete disposition information is not being transmitted yet because the system is being rolled out in phases due to the size of the project.

The two pilot courts, Carson City Justice Court and Las Vegas Justice Court, are using a case sponsored system which, if it works, will be offered to other courts.

The issues encountered are being addressed. The Administrative Office of the Courts and the Nevada Department of Public Safety will continue to work closely together. Captain O'Neill expressed his appreciation to the courts.

Assemblyman Anderson also stated that the criminal justice system has a new sense of urgency regarding record keeping and it feels great that progress is being made. No action was taken.

H. NCJIS Topic 4 – NCJIS Wanted Person File follow-up – Assemblyman Bernie Anderson (discussion)

Patty Peters with the Las Vegas Metropolitan Police Department, Southern NCJIS Subcommittee Chairperson respectfully asked to withdraw bill draft request (BDR) 16727. Assemblyman Anderson noted that the Legislative Counsel Bureau has already drafted BDR 16727 which makes various changes regarding prisoners arrested for outstanding warrants. Captain O’Neill clarified that the individual various sheriff’s and chief’s were opposed and felt it would be better addressed via the Nevada Sheriff’s and Chief’s Association. A suggestion was made should a similar situation arise in the future to have the BDR withdrawn first then notify the Advisory Committee at their next meeting. Captain O’Neill provided history of the bill for those members who were not present at the prior meeting. The NCJIS Steering Committee and CJIS Systems Officer, Captain O’Neill, extends their appreciation and apologies. No action was taken.

I. Encryption status update – Jerry Beauchamp, ISO Records and Technology (discussion)

Mr. Beauchamp explained the history of the State of Nevada encryption compliance. September of 2003 was the deadline with allowances for extensions up to September 30, 2005. There were some issues to overcome. Portions of the State are properly encrypted. The remaining portion of the encryption is scheduled to go live February 22, 2007. The Las Vegas Metropolitan Police Department testing is going well. Ramifications were discussed. No action was taken.

J. Presentation on NVShare – Steve Noyes, Records and Technology (discussion)

After September 11, 2001 it was necessary to share information with other criminal justice agencies via a secure computer system. NVSHARE is a portal/browser delivery like a website which was made available in early 2006 to Nevada criminal justice agencies to use as a secure means of information sharing.

Mr. Earl asked if there is a training portal. Steve Noyes replied that there is one being tested. It’s becoming very popular as a sharing tool. Mr. Earl believes it would cut down emails drastically and provide easier access to vital information.

Captain O’Neill briefed new members on N-DEx as its concept is similar to NVSHARE. Captain O’Neill will conduct a presentation on NDEx at the next Advisory Committee meeting.

Dianne Draper mentioned that PD&C posts all of their information out there causing their users to have to access it.

Mr. Westergard asked what the criteria is to be a user. Mr. Noyes responded if someone has access to JLink, they are a qualified user. NVSHARE is not accessible from home because there has to be a secure connection. No action was taken.

K. Public comment (may be limited to ten minutes per person at the discretion of the chairperson) (discussion)

There were no public comments.

L. Comments of committee members (discussion)

Assemblyman Anderson AB30 relating to administrative assessments was submitted to the money committee and will not return to the floor.

The Criminal History Repository is the core of a lot of forthcoming changes. Captain O'Neill recently attended the SEARCH National Consortium for Justice Information and Statistics conference in Washington D.C. consisting of a representative from each state and territory. The responsibility of the Consortium is to identify issues to bring forward to the Advisory Policy Board and discuss the utilization of criminal justice information. The Backgrounding of America and its ramification was one of the main topics this year. More and more companies are requiring fingerprint background checks on prospective employees which could limit a persons employment opportunities due to their criminal history background. 1/3 of the community has an arrest record which causes unemployment. This will have an effect on NCJIS due to the demand on criminal records because it is the core element that substantiates everything else.

During his time in Washington D.C., Captain O'Neill met with Congressman Dean Heller's office, Senator Harry Reid and Senator Patrick Leahy. SEARCH members will present the respective politicians with additional information and the developments from discussion during the SEARCH meeting. Captain O'Neill will be sure to keep the Advisory Committee members advised of ongoing SEARCH activities. Assemblyman Anderson states the members of the Legislature request there is a formal notice of this information to ensure there is sufficient funding to support issues brought forth. No action was taken.

The location of the next meeting will be in Las Vegas on July 31, 2007. The location and time will be announced at a later date.

Captain Logan motioned to adjourn. Mr. Earl seconded the motion and all were in favor.

Adjourned at 3:47pm.