NCJIS Modernization News

Nevada
Civil and
Criminal
Information
System

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Executive Message

Here are a few words from Erica Souza-Llamas, Executive Sponsor and Division Administrator of the Nevada Department of Public Safety (DPS) State Police's Records, Communications and Compliance Division (RCCD):

"It is my pleasure to provide an update on the budget activities impacting the NCJIS Modernization Program. The Records, Communications and Compliance Division submitted a work program requesting $20,853,829 in American Rescue Plan Act (ARPA) funds to continue funding the NCJIS Modernization Program for State Fiscal Years 2024 and 2025. The request for the ARPA funding was heard at the State of Nevada's Interim Finance Committee on Thursday, October 20, 2022. The request for ARPA funding was approved by the committee. The NCJIS Modernization Program has made great progress in 2022, and I look forward to the continued success in 2023!"

Preparing Criminal Justice Agencies

This issue presents the information provided to all Nevada sheriffs and chiefs in November 2022, and more recently in mid-December to agency-appointed change ambassadors, terminal agency coordinators (TACs), and assistant terminal agency coordinators (ATACs).

This issue contains ***important details that will need to be distributed to all users within your agency*** for awareness of the upcoming agency preparation, training, and migration to the new system.

Change ambassadors and agency TACs should disseminate this information to all end users within your respective agency.

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The Nevada Criminal Justice Information System (NCJIS) Modernization Program is providing the **Nevada Civil and Criminal Information System** (**NCCIS) Portal** as the user access point to connect to NCJIS applications. The purpose of these connections is to allow agency users to authenticate to the Portal using their agency user credentials.

Users must sign in (authenticate) to the NCCIS Portal to gain access. The NCCIS Portal controls which NCJIS applications that users can access and the permissions users have for each permitted application, based on user claims and associated roles. The NCCIS Portal provides a single sign-on (SSO) capability, such that once users sign in to the NCCIS Portal, they do not have to reauthenticate to access each application.

NCJIS Connection Requirements

The NCJIS Modernization is providing a cloud-based solution and as such provides two ways to connect:

1. Direct connection through the internet
2. Indirect connection through Silvernet

Both methods are secured and meet the FBI's Criminal Justice Information Services (CJIS) requirements. The connection method chosen depends on the agency's preference.

A direct internet connection is simplest, with the least maintenance-intensive connection.

Silvernet will require modification on how your agency connects to Silvernet and will require coordination with the State Enterprise IT Services (EITS) provider.

Multifactor Authentication

Multifactor authentication is a specific agency-by-agency approach. While NCJIS offers standard cell phone-based Google and Microsoft (MS) authenticator applications, some agencies may not require users to use personal phones, so NCJIS also supports FortiToken for Windows as an MFA application. Most agencies' MFA configurations are straightforward and easy to set up. Some however will have unique configurations or constraints that require a one-on-one consultation to find the best solution that fits your authentication needs.
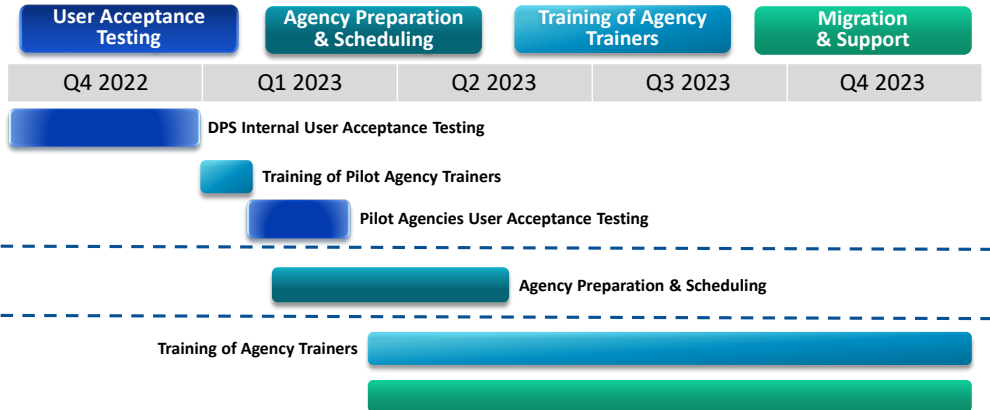
A member of the NCJIS Modernization Team will reach out to each agency, by order of the assigned rollout group, to confirm the MFA approach as well as Federation choice and Internet/Silvernet choice. This discussion will take place during the individual agency preparation meeting that is being scheduled.

NCJIS Modernization Schedule*

The high-level schedule below shows timelines for testing, preparation, training, and migration to the new solutions. This first rollout pertains to signing in through the Nevada Civil and Criminal Information System (NCCIS) Portal to access and use the Law Enforcement Message Switch (LEMS).

User Acceptance Testing	Agency Preparation & Scheduling	Training of Agency Trainers	Migration & Support	
Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023

DPS Internal User Acceptance Testing

Training of Pilot Agency Trainers

Pilot Agencies User Acceptance Testing

Agency Preparation & Scheduling

Training of Agency Trainers

*Currently planned and subject to quarterly updates.

Helping Agencies Prepare

Ensuring Continuity

The NCJIS Mod Team will work with agencies individually to ramp up and migrate.

- Agencies will stay on the current JLink solution until time for transition.
- There will be no disruption in service, and agencies will be given time to prepare.
- Both solutions will continue to work until all agencies are successfully migrated to the new solution.

Scheduling, Preparing, Training, and Migration

The NCJIS Mod Team will prepare your agency for migration to the new system. Here is what to expect from the team:

Schedule — Contact Agency Change Ambassador to schedule the migration date.

Prepare — Deliver a checklist to the transitioning agency. Hold planning meetings to help the agency prepare.

Train — Coordinate and launch TAC training. Training will be online through MS Teams. Materials will be provided.

Go Live — NCJIS Mod Team will provide support to migrated agencies after go-live according to newly streamlined Help Desk processes.

Countdown to Migration

Shown below is the expected sequence of agency preparation activities and relative timeline:

3 Months Prior — Agency Meeting and TAC Preparation
- Conduct initial touchpoint with agency
- Ensure NCJIS/NCIC user recertification (accounts expiring up to 1 year from migration)
- Prepare TACs (data collection, Multifactor Authentication, connection by Silvernet/Internet, function groups, ORIs)

2 Months Prior — Scheduling, Checklist, and Connection
- Schedule training/demonstration
- Send checklist to agencies
- Review connection and settings

1 Month Prior — Training Materials and Videos
- Deliver link to user guides, training materials, and online training videos
- Review checklist with migrating agency
- Provide MS Teams support (as needed)

CJIS Certification Testing

All training available through nexTEST (as well as the Launch Pad resource) was moved to a "stand-alone" nexTEST platform effective 11/29/2022. This is a temporary training environment until your agency migrates to the new NCCIS Portal.

All current users have already been transitioned to the stand-alone nexTEST training environment, which can be found at the following link:

https://nvdirect.cjisapps.com/nextest/

The Launch Pad resource can be found at the following link:

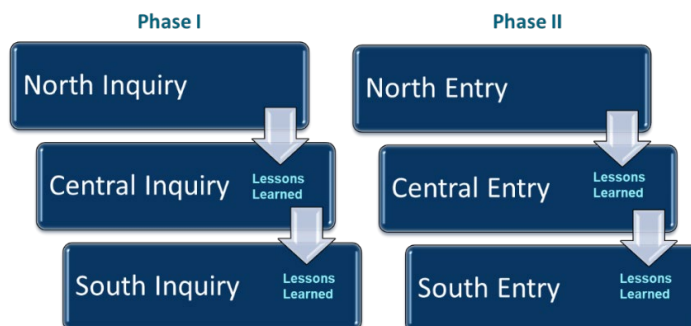https://nvdirect.cjisapps.com/launchpad

Note: This change has no effect on CJIS Online.

If you have any questions or concerns, please reach out to either criminalauditor@dps.state.nv.us or NCJISMod@dps.state.nv.us.

Training and Rollout Plan

Rollout will occur in phases by region. Regions are divided into subgroups. The above countdown to migration will apply to each group; Inquiry-only agencies will be migrated first, followed by Entry agencies.

Phase I
- North Inquiry
- Central Inquiry — Lessons Learned
- South Inquiry — Lessons Learned

Phase II
- North Entry
- Central Entry — Lessons Learned
- South Entry — Lessons Learned

Training Sessions – Inquiry-Only Agencies

Inquiry-only agencies will attend the following training sessions:

- NCCIS Portal Identity and Access Management (IAM) Single Sign-on
- Law Enforcement Message Switch (LEMS)/Justice Exchange
- eAgent 2.0 Training

Training Sessions – Entry Agencies

Entry agencies will attend the following training sessions:

- NCCIS Portal Identity and Access Management (IAM) Single Sign-on
- Law Enforcement Message Switch (LEMS)/Justice Exchange
- eAgent 2.0 Training
- Warrant Entry and Validations

Training Delivery

Training will be delivered through MS Teams along with three in-person training events for Inquiry-only agencies, one in each region: North, Central, and South. The same will be provided for Entry agencies, one in each region: North, Central, and South.

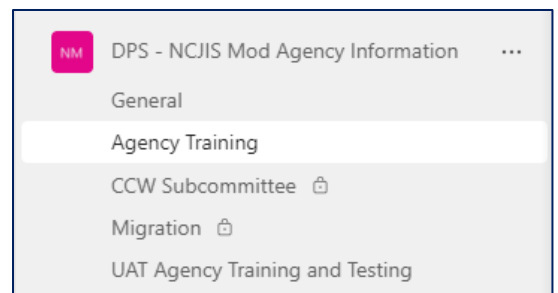Training materials and video demonstrations will be provided.

Materials Delivery

We have now created a new Agency Training Channel in MS Teams for access to training materials and recordings once they are developed and posted:

Please follow this link:

https://teams.microsoft.com/l/channel/19%3a1aa4c8b3f05245df8b7ab2c7eb5392cb%40thread.tacv2/Agency%2520Training?groupId=1bb0deca-aba6-40af-ac01-6036c5476bd6&tenantId=e4a340e6-b89e-4e68-8eaa-1544d2703980

You will see a list of Teams channels your agency has access to, as shown at the right:

Once at this location, click "Files" for a list of all possible documents, as shown at the right:
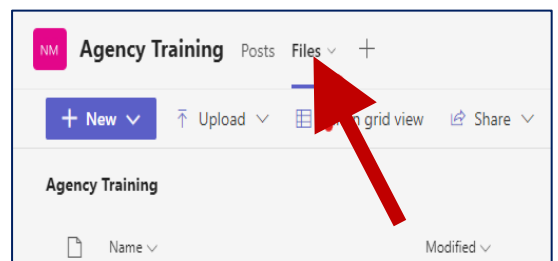
Current Surveys

The following surveys have been distributed and should be completed by all agencies:

- Multifactor Authentication (MFA)
- Disposition of Firearms Background

Links to these surveys are on the NCJIS Modernization website at: https://rccd.nv.gov/Services/NCJISMod/

Change Readiness Survey

A second Change Readiness Survey will be delivered prior to agency training.

This survey will give the NCJIS Mod Team the ability to measure understanding and find opportunities for communication improvement.

Change ambassadors are requested to use the indicated space on the survey form to submit any outstanding questions or concerns from your agency.

Agency Tasks for Preparing

Prepare your agency for the coming transition by ensuring:

- Windows 95 or 7 devices are upgraded to a current Windows operating system.
  - Use of an operating system of Windows 10 or newer is necessary to access the NCCIS Portal.
- Users are NCJIS-certified or recertified at least two to three months prior to certification expiration.
- All users, including temporary workers, have a unique e-mail.

The NCJIS Mod Team's top priority is to provide constant communication and gain important feedback from our valued stakeholders. **Visit the NCJIS Modernization web page to find:**

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Contact us by e-mail: NCJISMod@dps.state.nv.us.
With great appreciation from the NCJIS program management team.