

Minutes of the Arkansas Crime Information Center Supervisory Board - Friday, March 8, 2018

David Eberdt Training Center:

Board Members present: Sergeant Lloyd White, Chairman and Sheriff Ron Nichols, Vice Chairman; Mike Foster for Col. Bill Bryant; Ty Tyrell for Asst. Chief Hayward Finks; Mr. Dan Harness; Ms. Wendy Kelley; Mr. Jack Lassiter; Marc McCune; Joe West for Hon. Leslie Rutledge; Larry Brady for Mr. Marty Sullivan; Ms. Debbie Wise and Judge Lance Wright.

Also attending - Brad Cazort, Director; Lesa Winston, Administrator of Repository; Michael Tackett, Administrator of Information Services; Rick Stallings, Administrator of Operations; Mary Rogers, Administration Manager; Karen Burgess, ACIC; Benny Battles, ACIC; Kristian Lanes, ACIC; Paula Stitz, ACIC; Danny Smith, ACIC; Bliss Boever, ACIC; and Karen Whatley, Office of Governor Asa Hutchinson.

Call to Order:

Sgt. Lloyd White called the meeting to order at 10:00am.

Approval of Previous Minutes: December 7, 2018:

Motion to Approve: Sheriff Ron Nichols

Seconded by: Col. Bill Bryant

Voting: Unanimous

Sgt. Lloyd White:

- Welcomes Mr. Joe West, for the Honorable Leslie Rutledge, replacing David Raupp.

Audit assessment and Compliance – Franklin County Sheriff's Office (FCSO)

Rick Stallings: FCSO Required Re-audit due to sections (Parts, Protection Orders, Wanted persons and Missing Persons) outside the 10% error limit.

- ACIC required a letter from FCSO on how they would fix these issues; the letter did not address all issues.
- ACIC schedules a re-audit within 90 days.
- Protection Orders and Wanted Persons were assessed and re-audited on December 17, 2018 with errors still found above the 10% rate.
- ACIC recommended FCSO come before the Board according to the audit policy.
- Franklin County Sheriff Anthony Bowen asked to address the Board.
- Sheriff Anthony Bowen Introduces himself, Jail Sergeant Christy Sanders, and Jail Administrator Margaret Stout.
- Margaret Stout goes through audit report addressing; dissemination policy, security review, signed security addendum for vendors, CJIS training, III, and Criminal Histories and corrections made.
- Christy Sanders talks about warrants; she works on the everyday. Christy pulled every Protection Order out and went through everyone making sure they are correct and completed.
- Christy Sanders talks about Missing Persons; she went back and make sure they had photographs and they should be good.

Sgt. Lloyd White: Ladies and gentlemen of the Board, do you have any questions for the Sheriff? (No Questions)

- FCSO steps out of the room for the Board to discuss options.

Michael Tackett: Franklin County were also audited for the CJIS FBI Security audit and they did pass 100% compliant.

Sheriff Ron Nichols: I think it is good they are making some improvements but they definitely need a deadline on a re-audit.

Mr. Dan Harness: I make the recommendation, that we have a re-audit April 4, 2019 and see if they come into compliance.

Sgt. Lloyd White: If not, what happens?

Mr. Dan Harness: Then at our next meeting, we take care of business.

Sgt. Lloyd White: So, re-audited on the fourth and we get the results and go from there on June 7, 2019.

Col. Bill Bryant: I'm for that, but what's our normal? Is it three years?

Mr. Rick Stallings: We audit an agency every three years.

Col. Bill Bryant: Maybe in one year do another audit.

Mr. Rick Stallings: Their original audit was April 25, 2018 so we are coming up on one (1) year. If we do an audit this year then we will skip next year.

Ms. Wendy Kelley: I think he is suggesting we not skip next year.

Mr. Ty Tyrell: Some of their mistakes were failing to take warrants and stolen property out and that can cause officers to take action that really could cause people issues down the road. I agree with the Col., we may not want to let them sit for two years.

Motion: FCSO will re-audit April 4, 2019 and complete another *records (only)* audit April 25, 2020.

Motion to Approve: Mr. Dan Harness

Seconded by: Ms. Wendy Kelley

Voting: Unanimous

- FCSO returns to the training room and Chairman White informs them of the board's motion.

Sheriff Anthony Bowen: I appreciate y'all's understanding, being patient with us. Thank you.

ACIC Division Reports:

Operations:

Requests for Workstations:

Rick Stallings:

❖ **Black Rock Police Department:** Mobile Data/ATLAS Access (No issues, Recommends approval)

❖ **Bull Shoals Police Department:** Mobile Data/Full Access (No issues, Recommends approval)

❖ **Clarendon Police Department:** Full Access only (Agent has issues, Advise to not approve)

Mr. Ty Tyrell: So the agencies that don't have 24/7 coverage, what if we get a hit in the middle of the night on one of their warrants? How is it confirmed?

Mr. Rick Stallings: They have to have somebody that is available or a full-time agency to confirm those.

Mr. Jack Lassiter: Clarendon doesn't have a dispatcher.

Mr. Rick Stallings: No sir. Their dispatch would be handled out of Monroe County.

❖ **Elkins Police Department:** Limited/Mobile Data Access (Recommends approval)

❖ **Lavaca Police Department:** Limited/Mobile Data Access (Recommends approval)

❖ **Tuckerman Police Department:** Mobile Data/ATLAS Access (Recommends approval)

Approve the above listed Applications, Clarendon not included:

Motion to Approve: Ms. Wendy Kelley

Seconded by: Mr. Jack Lassiter

Voting: Unanimous

Col Bill Bryant: (Referring to Clarendon's application) the sheriff's office will not enter their warrants. Is that the gist of it?

Mr. Rick Stallings: Yes sir. There are some other issues in that county as well. They are not entering for Holly Grove. There has been some discussions with the field agent trying to get that worked out. We can't make them enter for another agency but we will mediate between them to figure out a solution.

Director Brad Cazort: Rick, you want to talk about Holly Grove.

Mr. Rick Stallings: The field agent did advised to use caution with this because Holly Grove will probably come before the board with an application for access. The agent is telling them you've got to have the full time dispatcher to confirm the warrants and the Mayor says, "you know, I could put this in my house, we can confirm by having that in my house", so you have to be careful with that.

Director Brad Cazort: Bottom line, Holly Grove is waiting to see what you do with Clarendon before they make their application.

Ms. Wendy kelley: Is it appropriate to approve them for limited access only or do we just vote up or down their request for full access?

Col Bill Bryant: I want to avoid an issue, remember Phillips County, they weren't entering their warrants and it's just a nightmare. If we did limited, just give them the authority.

Mr. Rick Stallings: They can work with another agency to get those entered.

Director Brad Cazort: Limited access doesn't help them with warrant entry, they're still going to need another agency to do that for them. If Monroe County won't do it then we can try to help find another one who will.

Deny Application for Access submitted by Clarendon:

Motion to Approve: Ms. Wendy Kelley

Seconded by: Mr. Jack Lassiter

Voting: Unanimous

Karen Burgess:

- Configured Workstations and Mobile data terminals.
- Requested ORI's from NCIC, Removed DIS routers, and messenger work stations.
- Processed 1,517 hot files.
- Processed eighteen (18) Audits and two (2) re-audit reports.
- Logged 635 offline searches
- Helping Criminal History in reviewing AFIS transactions.
- Password resets; Token resyncs and Password extensions.
- Processed Driver license photo requests.
- Processed stolen vehicles; processed/resolved/dispatched trouble calls.
- Network fielded 7,050 phone calls.
- 447 active missing persons on the ACIC website.
- As of January 15, 2019, there are 383 agencies with direct ACIC access.
- Added terminal ID's.

Benny Battles:

- Basic/Advanced/JusticeXchange/Nplex/CENSOR and TAC training statistics.

- TAC Training in field at five (5) separate sites.
- System Users statistics.
- Vendor CJIS online test statistics.

Kristian Lanes:

- VINE registration statistics.
- JusticeXchange/AlertXpress/Nplex statistics.
- Metal theft report.

Rick Stallings:

- Year-end letters sent to agencies for missing data.
- Troubleshooting with vendors.
- Received and Processed several request for statistics.
- Mississippi asked to use our Drug Directory with the street name/NIBRS code. Mr. Ward will work with Mississippi to keep it updated
- Worked on law enforcement totals for agencies in Arkansas.
- NIBRS/FBI Audit prep – request to locate 400 instant reports.
- FBI certified the new NIBRS system.
- Working with criminal history to update charge codes.

Repository:

Paula Stitz:

- Sex Offender Statistics.
- NCMEC and U.S. Marshals working on our address unknown(s).
- International Megan's Law

Mr. Marc McCune: On your pie graph for your sex registrations, I don't see colors, you used to have the numbers but you just broke it down to pie chart now; is there any way you can put the numbers back?

Paula Stitz: I can do that for you.

Danny Smith:

- Repository statistics – Fingerprint cards, dispositions, juvenile documents etc.
- Mail received for criminal history 11,320.
- Worked 226 domestic violence records.

Administrative:

Mary Rogers:

- Fiscal Report.
- Awarded \$500,000 NCHIP, grant we match \$55,000. Budget approved.

ISD:

Michael Tackett:

- Working on OffenderWatch.
- Concealed Carry and background checks.
- Medical Marijuana/Hemp.
- Working with ACC/ADC on recidivism report.

- Working with ISD for the integration of the new Microsoft Office 365.
- New employee William Cearns.
- FBI CJIS Audit – ACIC passed all with zero findings.
- National Governors Association (NGA) – Crisis stabilization units.

Director Brad Cazort: Introduces Rick Stallings on a joint in-depth look at Advanced Authentication Tokens.

Rick Stallings:

- Part of the CJIS security policy.
- Physical location, personnel, and technical security.
- Two-factor authentication; two out of the three
 1. Something you know (password)
 2. Something you have (hard token)
 3. Something you are (biometric)
- ACIC currently has 131 tokens remaining.
- Issues with tokens: Out of sync, lost in mail, dead battery, broken tokens, and lost tokens.

Director Cazort:

- ACIC purchased 3,750 hard tokens at a cost of almost \$63,000.00 with deals/grants.
- A hard token currently cost \$40.00 apiece.
- We have been purchasing the tokens and providing them free of charge to law enforcement.
- There is another option out there we would like to talk about and get the Boards approval.
- Soft tokens: A secure application on your phone that connects with messenger.
- The hard tokens are a one-time charge; the soft tokens are \$10.00 a year.
- What we are proposing is to go to the soft tokens and pass the cost on to our users of \$10.00 a year per token. This would take the Boards approval.
- This is not a revenue generator; we are just passing the cost to the user.

Mr. Ty Tyrell: So, is the soft token is that generated on the cell phone or by internet connection?

Rick Stallings: They will have to have connectivity to the internet.

Mr. Ty Tyrell: So, if you're in an area where you don't have connectivity you wouldn't be able to log in?

Rick Stallings: That would be an issue, but if they didn't have cell phone connectivity they wouldn't have connectivity to their hot spot to get back through on their mobile device.

Mr. Ty Tyrell: Is it restricted to the phone it can on to? Because not all officers have a government issued cell phone so we're talking about their personal phone.

Rick Stallings: I would think you'd need an agency policy on that.

Col. Bill Bryant: Only sgt's/above have phones. I have 383 who don't have phones. We don't pay for their phones, this will propose a huge unfunded mandate on our department.

Director Cazort: Col. Is the mandate being the phones or?

Col. Bill Bryant: Well the phones and then then \$10.00. For clarification, CJIS is mandating this or is this just an extra step we take.

Rick Stallings: Through the CJIS security policy we have to have advanced authentication in some form.

Col. Bill Bryant: This is not a \$10.00 cost that you're passing on its going to be \$40.00 or \$50.00 a month.

Director Cazort: You could have an agency policy that allowed them to use their personal phone. This is not restricted.

Col. Bill Bryant: I misunderstood you, that's the way I thought you answered.

Rick Stallings: You would have to have an agency policy that on that.

Mr. Ty Tyrell: Essentially, we would be mandating that you use your personal phone for work purposes.

Director Cazort: Cost wise in the future, I don't know that we can continue to do hard tokens. We may end up having to go to soft tokens anyway. The cost of going out and buying these again is a large upfront expense.

Ms. Wendy kelley: Do you get a volume discount?

Rick Stallings: We have been getting a discount, if a state turns in tokens to CPI they will knock some of the fees off, but eventually that supply is going to dwindle and they quoted us \$40.00 per token.

Col. Bill Bryant: Before we vote on this, I would like at least to get an opportunity our financial people to see what kind of mandate this is going to impose. I hate voting on something if it is going to cost me an arm and a leg.

Director Cazort: If the Board approves this it would not be something we would implement immediately, we would want to provide notice to every law enforcement agency. If we could hold it out to the first of the year to give them time to adjust anything they may need to with their budget.

Ms. Wendy kelley: Sounds like you haven't tried to negotiate a different price with them.

Rick Stallings: We have talked to them and that \$40.00 would be the cost.

Ms. Wendy kelley: And there is no other options?

Rick Stallings: Not with the vendor currently other than going with the soft.

Mr. Ty Tyrell: My concern is the requirement to place it on a personal cell phone. We'd have to have some legal review of that.

Michael Tackett: According to CJIS policy if you use a personal device it has to be covered by an MDM of the agency.

Ms. Wendy kelley: Doesn't sound like a good idea.

Col. Bill Bryant: Before we vote at least show us what the requirements are to cover everything so we make an informed decision.

Mr. Jack Lassiter: Do you want to table this until the next meeting?

Col. Bill Bryant: I would like to table it, at least show us the requirements. I can go back to my IT people; my fiscal people say hey this is where going. I agree with Brad, it is going to take some time to implement.

Mr. Ty Tyrell: Are there other options?

Director Cazort: The hard tokens are still available. The soft tokens were an easier fix but I understand the issues you brought up so the other option we may have if we stay with the hard tokens. In which case, I still want the Boards approval that we can pass along that cost to the agencies we're handing them out to.

Mr. Ty Tyrell: Is it conceivable that both options are available?

Director Cazort: Yes, we can do that.

Col. Bill Bryant: Are the tokens on a state contract or do you have to do a bid?

Mary Rogers: The original order was done by a grant that we got through AR State Police under the seat belt grant. We order about 200 each time.

Ms. Wendy kelley: Didn't they pass a law that said state agencies couldn't impose any new fees without legislative approval?

Mary Rogers: Yes.

Director Cazort: I don't know if it's a fee if I'm passing it as cost. It is not a revenue source to us.

Motion to table soft token vote until June Board Meeting:

Motion to Approve: Mr. Dan Harness

Seconded by: Ms. Debbie Wise

Voting: Unanimous

Stipend for Board Members:

Motion to Approve: Mr. Jack Lassiter

Seconded by: Ms. Wendy Kelley

Voting: Unanimous

Legislative Update:

Director Brad Cazort:

- Senate Bill 266 – Create authority for non-criminal justice agencies for limited access to certain data.
- House Bill 1395 – Elected county officials can continue to serve on state boards and commissions.
- House Bill 1111 – Budget Approved, however Senator Irvin amended Senate Bill 377 (solid waste disposal sites) the amendment took out \$150,000.00 that ADEQ pays us to manage the scrap metal system. Senator Irvin is working to undo the mistake.
- Senate Bill 177 – Sex offenders now have 5 days to respond.

Directors Report:

Director Brad Cazort:


- Looking at new projection systems.
- We have eight (8) audits done every three (3) years. FBI did seven (7) of the audits last week, one (1) NIRBS, is done by mail and we are still getting them information. We had very good reports, Ndex, IT, ASP-IT, Local IT, Non-criminal justice agencies, NICS audits all came back clean with no findings. Our NCIC audit we had one minor finding, some of our people using the wrong charge code. It has been fixed.
- We had one local agency (Saline County Sheriff's Office) that failed. We will work to get them in compliance.
- In our non-criminal justice audit three years ago, the Office of long-term care failed. They were re-audited again this time and they passed. We are very good at getting agencies in compliance.
- Act 781 – Our regulations were approved.
- Working on drafting RFP for the NCHIP grant. Applied for automated Protection Order grant.
- Case out of El Dorado (record error) dismissed with prejudice.
- Tiffanie Ward appointed to first outsourcing task force put together by the COMPACT council.
- Conference April 30, May 2, 2019. Board invited.
- Mary Rogers is retiring.

Adjournment: (11:45 am)

Motion to Approve: Sheriff Ron Nichols

Seconded by: Col. Bill Bryant

Voting: Unanimous



ACIC Director

6/5/19

Date