

# Minutes of the Arkansas Crime Information Center Supervisory Board - Friday, June 2, 2017

## David Eberdt Training Center

<i>Board Members present:</i>	Sgt. Lloyd White, Chairman
	Ms. Debbie Wise
	Sheriff Ron Nichols, Vice Chairman
	Mr. T. J. Curtis
	Col. Bill Bryant
	Ms. Wendy Kelley by Chief Deputy Dale Reed
	Mr. Donald Ragland
	Mr. Jack Lassiter
	Assistant Chief Hayward Finks
	Judge Lance Wright
	Mr. Doug Smith

**Also attending** - Billy Clinton, Deputy Director & Administrator of Operations; Brad Cazort, Administrator of Repository; Michael Tackett, Administrator of Information Services; Mary Rogers, Administrative Services Manager; Karen Burgess, ACIC; Ralph Ward, ACIC; Paula Stitz, ACIC; Rick Stallings, ACIC; Shambry Wilson, ACIC; Benny Battles, ACIC; Marc Arnold, ACIC; Angie Tatom, ACIC and Bliss Boever, ACIC.

### **Call to Order:**

Sgt. Lloyd White called the meeting to order at 10:00am. He thanks Mr. Clinton and Mr. Cazort for an excellent 2017 Conference.

### **Approval of Previous Minutes: March 3, 2017**

**Motion to Approve:** Sheriff Ron Nichols

**Seconded by:** Mr. Donald Ragland

**Voting:** Unanimous

### **Operation Committee Report on Requests for Workstations:**

**28th State District Court, Monticello Dept.:** Requesting workstation for court.

**Arkansas County Sheriff's Office:** Requesting Mobile Data Terminal in vehicles.

**Flippin District Court:** ORI is blank, they are sending a formal request for an ORI.

**Hamburg Police Department:** Requesting Mobile Data Terminals in their vehicles via the ATLAS system.

**Rodgers District Court:** Requesting a limited access workstation.

**Saline County Circuit Court:** Bailiff will use workstation for court security & checking for warrants.

**University of Ozarks at Clarksville:** Law passed for private institutions to form a police department. We now have two private education institutions that have formed police departments; University of Ozarks and Williams Baptist College. Ozarks is requesting direct access.

**Motion to approve above workstations:** Sheriff Ron Nichols

**Seconded by:** Mr. Donald Ragland

**Voting:** Unanimous

**Wheatley Marshal Service:** Requesting ATLAS for one vehicle. Col. Bill Bryant asks how many Marshal services have ACIC. Mr. Clinton says the ORI is a police department and not actually a Marshal. Mr. Doug Smith says the same situation in Dale, that it's not a city but a town. Col. Bryant has concerns because of other issues with Marshal Services; should use sheriff's office or another police department. Mr. Jack Lassiter asked who pays the Marshal. Mr. Clinton would need to research the city ordinance that formed the law enforcement agency to confirm if the position can be elected or appointed. Assistant Chief Hayward Finks asked if they started out as a police department and ended up a Marshal service. Mr. Clinton will have to clarify with the Marshal. Mr. Smith thinks the statutes are set by the municipal league as to the size of the city. Some are just incorporated towns and appointed by the mayor.

**Motion:** Col. Bryant would like this request to be tabled and get more information.

**Seconded by:** Mr. Lassiter

**Voting:** Unanimous

*Sergeant Lloyd White* mentions that sometimes they receive applications as late as the day before leaving little time for ACIC agents to investigate. The Operations committee suggested that requests be submitted at least 10 (ten) working days prior to board meetings.

### **ACIC Division Reports:**

#### **Operations:**

*Karen Burgess:*

Operations configured 9 Messenger workstations, 83 MDT/DACs (Mobile Data Terminals).

4 Messenger work stations, 1 server & 1 DAC were deleted for various reasons.

3 DIS routers removed in the last three months.

10 ORI Requests to the NCIC in the last three months

In the last three months Operations processed 1388 hot files and 76 audit reports

Operations logged 737 offline searches, 959 requests for password resets, token resynchronizations, and password extensions.

Processed and emailed 46 driver's license photos and 1982 stolen vehicles.

Processed, resolved, or dispatched 112 trouble calls.

As of May 25, 2017, we have 517 active missing persons on the ACIC website.

The FBI report from April 30, 2017 shows 523 missing and 101 unidentified persons in the NCIC system.

*Benny Battles:*

Training for the past quarter:

356 students in Basic for a total of 1,424 classroom hours and 69 students is Advanced for a total of 2,208 classroom hours.

There were 25 students trained in CENSOR for a total of 28 classroom hours.

There were 138 students trained in VINE/JusticeXchange/NPLeX for a total of 402.5 classroom hours.

There were 1,185 Basic tests taken: with 1,053 passing (94.2%) and 132 failing (11.1%), the average time taking the test was 47 minutes, 44 seconds.

There were 69 Advanced tests taken: with 65 passing (98.3%) and 4 failing (5.8%), the average time taking the test was 1 hour, 31 minutes, and 20 seconds.

Refresher Test - There were 539 tests taken: with 445 passing (82.6%) and 94 failing (17.4%), the average time taking the test 1 hour, 36 minutes, 23 seconds. This is self-lead, no instructor involved. Struggling to bring this number up.

Our Training Unit continues to collaborate with the Commission on Law Enforcement Standards and Training (CLEST) to provide training and we provided 316 ACIC Conference attendees a total of 3,318 classroom hours of training during the recent ACIC Conference.

14 attorneys received their CLE's with no issue at conference this year.

*Rick Stallings:*

Act 423 was passed, requiring jails and law enforcement to submit mental health screening on the people that they arrest. We are working with the Justice Reinvestment Group to plan how this will work. We are working with the dept. of community corrections on Act 539 of 2017, which requires juveniles that have been sentenced with life w/o parole to be eligible for parole. This will require a new code to be accepted and a new notification out to victims that we hope to have out by November.

We had a breakout session at conference discussing: Transfers, notifications, jail booking system changes.

We applied for the VOCA grant to upgrade the VINE system to VINE 3.

We are holding monthly conference calls with ACC, ADC, Marquis, and Appriss to discuss any issues with VINE and ensure that the coding for entries are correct. Next year will be twenty years of VINE.

VINE report: Registrations on Inmates: 209,405, and registrations on Parolees: 86,323. There have been 1,397,385 searches in the system. Over 386,000 notifications this year (2017). Over 86,000 searches on JusticeXchange. 798 notifications have gone out through AlertXpress. NPLeX report has 57,967 purchases with 1883 blocks. Scrap metal, over 411,000 items scrapped in 2017.

*Marc Arnold:*

Agents have seen an increase in people registering and taking online training. Agents spend time answering CJIS questions on how to be compliant, how to take and use the material. Reworking training material, trying to find shortcomings and failings in material, address them and build with various knowledge basis but also with student critiques. We are coming up with a very well rounded approach to our training.

*Ralph Ward:*

Current NIBRS program status: There are 319 agencies cleared or requesting to report. Seven agencies and vendors are testing to certify their records management system with us. Again, a large portion of our effort this quarter is working with RMS software vendors and agencies that have technical reporting issues. This effort is to include the overall collections of the 2016 crime data or NIBRS submissions from all submitting law enforcement agencies. Jackie Warren has completed the collection of full time law enforcement officers and civilian employee counts. The data has been submitted to the FBI and it is available on our website. Most of our attention and effort this quarter is also concentrated on the development and testing of the LOGIC for the validations and edits of the NIBRS.net web portal. During conference, our breakout session covered the .net web portal and training on various NIBRS categories like property, hate crimes, criminal activity, victims data and LEOKA. We have received and processed requests for statistics from the FBI-West Little Rock, Arkansas Legislature, DEA, Little Rock P.D., DFA, National Guard Counter Drug, Arkansas State Fusion Center, Western University of St. Louis, and WXIA Channel 11 news - Atlanta.

## Repository:

### *Paula Stitz:*

Introduces new Sex Offender Registry employee, Tinesha Castor, she is our imaging project and will soon start cross training. At conference, Jim Massicot spoke about the new CENSOR revamp. Most attendees wanted to know when the new CENSOR program would be available. September is the target date. Katrina Mitchell talked from the National Center for Missing & Exploited Children. Charles Finkenbinder, former deputy prosecuting attorney for Craighead County and now the city attorney for Conway talked about his work on sex offender cases. The registry is working on revising all our forms that law enforcement uses to register, certify and change information in our system to reflect new legislative changes. We will also update our training manual to reflect the legislative changes. New legislation states we now must remove all deceased sex offenders. The 1,117 deceased with now show as removals.

### *Shambry Wilson:*

Criminal History numbers for the quarter: 1,464 Finger print cards entered; 1,407 ADC entered; 9,504 District court dispositions; 19,540 records verified; 13,804 total mail received; 25,116 AFIS transmissions worked; Domestic Violence Flag added to 300 records.

## Administrative:

### *Mary Rogers:*

We are coming to year end and almost out of money in this respect. But we are doing good and should be right on budget. We have expended the money for the mail log book but we just did that and it has to go to legislative review so we can pay out that money.

## ISD:

### *Michael Tackett:*

One of our projects is the Mainframe project. We are moving from the DIS mainframe on to our own server based system. It was stalled while we waited on approval from the legislator. Finally, it has been approved and we are finishing out with Mainstream. It should be live in the next two months.

ACIC is now getting updates from NCIC on all missing persons in the state on a weekly basis.

The Revenue department needs to do an outage in late November that would take down the system for up to a day. We would not be able to pull driver information during this outage. Arkansas Integrated Revenue System (AIRS) staff has established a read-only database for the existing web services to pull from. This will allow us to fully function while they are down.

We are moving off CENSOR system to OffenderWatch. We went through the process of matching our database with what they have. Over a hundred lines of various database matches that we had to look at, which takes what we have in our database and matches it up how their asking for it. We completed the data matching.

We now send a voter list monthly, to the Secretary of State's Office. They were requesting it quarterly but we went ahead and processed where we could give it to them monthly.

We have an open position and have requested a release for it from OPM.

Two of our team, Wade Graham and Tim Taylor, have both taken large certification exams and passed. They have been working on some patch management solutions to make us more efficient and up to date. Also, they've been working on email retention. Making sure we keep all emails sent to us and sent out.

CJIS security had some breakout sessions at conference introducing a new auditing system in our IT security portion of audits. We paired up with records audits to see how we can combine the two audits so that we don't hit agencies up multiple times a year for the same information.

Last, we've had some outages. This was technically DIS's fault. They house our mainframe and our network goes through them so everyone can connect to us. We worked with them to troubleshoot the problems. We replaced the router in the basement but it didn't fix the problem. They were able to replace a card in one of their switches and since then we haven't gone down.

### Legislative Updates:

*Brad Cazort:*

We had a legislative package of 3 (three) bills all of which were passed and signed into law. They became ACT 382 (Removing deceased persons from the Sex Offender Registry); ACT 662 (Amended the ability to seal your record as a first offender if you have been convicted of a sex offense); ACT 916 (Added the requirement of sex offenders reporting social media accounts, as well as reporting changes in person).

Other bills: ACT 378 (New law enforcement agencies cannot be created without first getting preapproval from the Commission of Law Enforcement Standards); ACT 423 (A: To encourage the entry of data by local law enforcement agencies and B: To create a system that ACIC can receive such information) this is a criminal justice reform act that caused an unfunded mandate on ACIC. Bill, Rick and I have been meeting with the association of counties and the group that meets with legislation over the last couple of years. Predominantly what we're asked to take in now are mental health evaluations being done on new persons or those being arrested. We are working on determining how to create this database to except the mental health evaluations in a format that makes them accessible to law enforcement agencies elsewhere. There will be costs involved. Rep. Tucker has promised us whatever it costs to make it work he will help find the money. ACT 781 (Establishes a sunset date for all state agency regulations and creates a method by which they can extend). We received a note from the Governor about the format we need to submit regulations to his office for review. We are fortunate that we are technically not a regulatory agency but we do have ACIC system regulations. We will be working on getting those submitted to the Governor's office. ACT 912 (Creates a Chief data officer and Chief privacy officer within DIS, and creates a data transparency panel) We got the bill amended so that our agency was included on the panel.

*Col. Bryant* asked about the Blue Alert system: *Mr. Cazort* has not seen information on it. *Col. Bryant* will send him information.

### Other Business:

*Billy Clinton:*

The ACIC conference was in a new venue this year. One of the best conferences we've had with over 380 attendees. I want to thank everyone for their hard work. This is one of the projects that involves the entire agency. A lot of hard work went in to making this conference a success. Cortney Williams came up with a great idea to have footballs signed by attendees and to present to Jay. I talked to Jay recently and he continues to be very positive and he is continuing to go through treatments. I would like to talk about the topic Michael brought up about connectivity. March 16, 2017 was the first time that we experienced a connectivity issue with the mainframe. This has happened in the past where they just restart it and it comes right back up. In the beginning we didn't think a whole lot about it but as Michael said, it continued to get more frequent. We started working with DIS almost immediately but it was not until May 16, 2017 that they were able to identify the issue and correct it. I had a meeting with the Director of DIS to make sure she understood the seriousness of this problem. We need 24 hour a day service and she agreed the outages were unacceptable and committed to make sure it doesn't happen in the future. Michael also mentioned the motor vehicle and driver license file, to me that's a huge deal. This is something I've wanted for a long time, the read only file access to their data when their doing maintenance. This is a great step forward. We also received a notice from motor vehicle that said they are going to issue a new series license plate called the diamond plate starting June 19, 2017. We've sent emails and messages over the system to law enforcement. We enjoy a wonderful working relationship with motor vehicle and driver license.

Lt. Kevin Mainhart was killed in Yell County a few weeks ago, He was Jay's (Director) nephew. Our condolences go out to the Mainhart family and Jay Winters.

The Governor has asked all state agencies to do an agency profile and submit it to his office for review. We're close to having that completed. That will be followed by a strategic plan and that is due August 15, 2017. Brad mentioned ACT 781, which requires review of all agency rules; we will be working on that right away. Michael eluded to a project with the Department of Health to bounce our criminal history and sex offender records against their death records so we can help identify people in those files who are deceased. We are starting to see more paper service warrants. We contacted ACIC this week to get there opinion. Their opinion was the same as our interpretation of their policy which is you have to be able to arrest the person in order to enter the warrant in the system. You may have oppositions or hear complaints about ACIC not allowing those kind of warrants to be entered in the system. Extradition limits require the entering agency put the extradition limits in the warrant entry.

**Announcements:**

*Bill Clinton:*

I got on the drop over 6 (six) years ago so my time here at ACIC is drawing to a close in October. The next board meeting will probably be my last.

**Adjournment: (11:01 am)**

**Motion to Approve:** Sheriff Ron Nichols

**Seconded by:** Ms. Debbie Wise

**Voting:** Unanimous

  
ACIC Deputy Director

8-29-17  
Date