

**MINUTES OF THE
ARKANSAS CRIME INFORMATION CENTER
SUPERVISORY BOARD**

MARCH 4, 2016

The meeting was held in the David Eberdt Training Center at 322 Main Street in Little Rock.
Members present:

Sgt. Lloyd White, Vice-Chairman
Hon. Leslie Rutledge by Mr. David Raupp
Mr. J. D. Gingerich by Mr. John Stewart
Mr. Donald Ragland
Judge Lance Wright for the District Judges Association
Col. Bill Bryant
Mr. Jack Lassiter
Sheriff Ron Nichols
Assistant Chief Hayward Finks
Mr. Marc McCune
Ms. Debbie Wise

Also attending were: Jay Winters, ACIC Director; Bill Clinton, Administrator of the Operations Division; Brad Cazort, Administrator of the Repository Division; Michael Tackett, Administrator of the Information Services Division; Nga Mahfouz; Karen Burgess, ACIC; Ralph Ward, ACIC; Paula Stitz, ACIC; Rick Stallings, ACIC; Angie Tatom, ACIC and Judy Lepper, ACIC.

Vice-Chairman Sgt. Lloyd White called the meeting to order at 10:00 a.m. He made note that Judge Whit Fowlkes from Stone County who represented the District Judges' Association has retired and Judge Lance Wright from Cleburne County will be taking his place today and welcomed him to the meeting. Vice-Chairman White asked if everyone had a chance to review the minutes of the December 4, 2015 Board meeting. He entertained a motion to approve those minutes.

MOTION: That the minutes of the December 4, 2015 meeting be approved.

MOTION BY: John Stewart

SECONDED BY: Sheriff Ron Nichols

VOTING: Unanimous

Operations Committee Report

New Terminal Site Applications

Bill Clinton said that the Operations Committee met prior to the Board meeting to consider eight applications for direct access. The first application was the Alcoholic Beverage Control Enforcement Division. We thought it was the Alcohol Beverage Control, but it is actually the Alcoholic Beverage Control and we found that out on the website. They have agents that work

around the state investigating violations of alcohol related laws and they requested direct access in their office. The Committee reviewed this application and recommended approval.

The second application was the City of Conway, City Attorney and their application is pretty straight forward. They are requesting direct access in their office for the city attorney to perform his duties. The Committee reviewed this application as well and recommended approval.

The next application is a new situation. It's the Army Corps of Engineers Office in Little Rock and in the past the Corps has not qualified or the FBI hasn't recognized them for an ORI. Due to concerns about critical infrastructure and due to the fact that this particular office has a contingent of military police, they do now qualify for an NCIC ORI. That was recently issued and they have requested direct access for their office here in Little Rock. The Committee recommended approval of this application as well.

The next application was the Deputy Prosecuting Attorney in the 1st Judicial District in Forrest City. Mr. Clinton told the Committee that he spoke to Amber Autry who is the contact person listed on the application, and had a discussion with her about the fact that since this is a part-time prosecutor's office that the duties have to be kept separate. The workstation has to be located in a secure area and she assured him that those things would be complied with. We had an agent go over for a site visit as well and has given us a positive report from the site visit. The Committee reviewed this application and recommended approval.

Bill Clinton said the next couple of applications requested direct access for the purposes of getting ATLAS installed in their police vehicles. The first one is for the Gassville Police Department. Gassville is located in Baxter County and they requested direct access so they can get ATLAS installed. The Committee has reviewed this application and recommended approval.

The next application with the same situation is for the Grubbs Police Department and they requested direct access for installation of ATLAS in their vehicles. The Committee recommended approval of this application.

Next is the Tyronza Police Department and it is the same situation asking for ATLAS to be installed in some of their vehicles. The Committee has reviewed this application and recommended approval.

The last application is the U. S. District Court, Eastern District of Arkansas located in Little Rock. They are requesting access so they can conduct background checks on potential employees. The Committee did note that on the second page it was not filled out. We did a little research on that between the time the Committee met and this meeting. What happened was they sent in the first application and they didn't mark the second page. We contacted them and they did complete the second page and all questions were answered appropriately. We just unfortunately had copied the wrong page for what the Board has. We do have the correct application if anyone would like to see that. The Committee recommended approval based on the condition that the second page be filled out correctly. Mr. Clinton said he could report that it has been done.

MOTION: That the applications for the Alcoholic Beverage Control Enforcement, City of Conway, City Attorney's Office, Army Corps of Engineers Office in Little Rock, First Judicial District, Deputy Prosecuting Attorney, Gassville Police Department, Grubbs Police Department, Tyronza Police Department and the U. S. District Court, Eastern District of Arkansas be approved.

MOTION BY: Marc McCune
SECONDED BY: John Stewart
VOTING: Unanimous

Division Status Reports

Operations Division

On-Line System

Karen Burgess reported and said that the Operations Division has configured 26 Messenger workstations and 213 MDT stations/Mobile Data Terminals between November 26, 2015 and February 24, 2016 and those are listed. We have also removed two Messenger stations, 47 DACs from several servers and one server was deleted for various reasons. We have removed two DIS routers and requested two ORI's from NCIC in the last three months. We have processed 1,205 Hot Files, 28 audit reports and 2 re-audits. Network Control has logged 829 offline searches during the same time period. We have also processed 1,876 stolen vehicles in the last three months. We have processed, resolved or dispatched 162 trouble calls.

For Missing Persons, currently in Arkansas we have 484 missing persons as of January 31, 2016 and we have 100 unidentified persons as of that date. Ms. Burgess said she had a new spreadsheet. We were asked by the media to start keeping yearly statistics. We keep a monthly statistic on our website but the media asked us to do yearly statistics on missing persons. So we went back and pulled 6 years' worth of statistics on missing persons. That's what this spreadsheet is about. NCIC provides us six categories that we can enter missing persons into. Those categories are juvenile, endangered, involuntary, disability, catastrophic victim and other. The way to read this is juveniles, for the entire year of 2015 we entered 3,258 juveniles but we also deleted 3,242 juveniles. The same way with the endangered. We entered 198 endangered missing persons, but we deleted 193 endangered missing persons. If you'll look at the total on the far right, the total amount of missing persons for 2015 that we entered was 4,384 missing persons but we deleted 4,342 missing persons. So if you refer back to the previous page that I was just speaking of, as of January 31, you'll notice that 221 missing persons have been in the system more than a year. You've got missing persons that have been in the system for quite some time. That's what this chart is all about and gives you an idea of how many missing persons come and go over the year. Ms. Burgess said it was also on the ACIC website.

For Training, back in June of 2015 the FBI came in and they filmed some of our personnel and some of the Little Rock Police Department. North Little Rock Police Department personnel and some other people. They came in and made a training film on the Violent Person file. They are going to ship us the film the first week of April and we're going to debut the film at our ACIC

Conference in May. If anyone would like to come see it or come to the Conference we have a lot of fun. Ms. Burgess invited everyone to attend the Conference. The students that were trained from December 1, 2015 to March 1, 2016 are Basic training there were 554 students, Advanced training there were 79 students trained. There were 176 persons trained for JusticeXchange, Vine and those programs. Then 11 students were trained for CENSOR. For NexText, which is our online training, there were 1,170 Basic tests taken, 87 Advanced tests taken and 294 Refresher tests taken.

David Raupp said he noticed that one of the ORI applications was for a constable. He wanted to know if they get the constable an ORI, does that mean that they are likely to get terminal access as well.

Bill Clinton said not necessarily. He said it is actually two separate processes.

Vine/JusticeXchange

Rick Stallings reported and wanted to touch base on the field staff. They have been conducting their audits that they're assigned to for 2016. They have been doing their training, looking into a few misuse reports and have been helping agencies get ready for the NCIC audit that we had the last two weeks. They are working on their Conference assignments as they will be playing a heavy roll in this year's conference. Mr. Stallings wanted to mention Tiffanie Ward. She came on two years ago to start the non-criminal justice audit program and he said that starting something from scratch to what it has become today, she has done an awesome job. There were very few errors found in this NCIC non-criminal justice audit cycle. She has done excellent work with that program. There were 12 non-criminal justice agencies audited and 4 technical audits as well. She audited 77 agencies last year to help bring them into compliance.

For Vine/JusticeXchange, Michele Kulesa has been doing some training. We've been working with agencies on AlertXpress. Logan County was brought online to use it. Arkansas State Police Troop E has loaded some recipients into their system as well. We have been working with the Little Rock Police Department and with the Fusion Center getting them ready for this weekend's Marathon. We have loaded about 6,000 recipients into that system.

We are working with Appriss on text messaging for Vine. We are adding that for courts, parole and our offender notifications. We have been working to stop a lot of calls where people either switch their number, or they did not register for the notification. Someone enters their number incorrectly and they get notifications. So we are continually stopping a notification for someone.

We've been working with ACC, Arkansas Community Correction, on a reentry notification. These are people who are not up for parole but they are being transferred to a reentry facility to transition back into the community. Eventually they will go up for parole and be released at that point.

Appriss has been working on Vine 3 which will be the next generation of Vine with a whole new platform. We're looking forward to transitioning to that eventually and Mr. Stallings was not sure when that would happen but it will offer some new features. We continually find something that we think will be of benefit and submit it as a suggestion to them.

On page 2 of the Vine/JusticeXchange report, as of February 22, 2016 we had over 157,000 registrations on inmates and over 66,000 registrations on parolees and probationers. New registrations so far for 2016 is 37,737 registrations.

For JusticeXchange, we had 3,742 users with over 646,000 searches in that system for 2015. We have over 40,000 searches for 2016. EPIC submissions there have only been 3 submissions this year but an additional one came in last week, so we're probably up to 4 at this point.

For NPLeX, Mr. Stallings included 2015 with the previous vendor and their totals and he started including the new vendor NPLeX or ATLAS and their totals. From September through December of last year, there were 41,237 purchases with 2,250 boxes blocked. This year, for January there were 12,062 purchases and 568 have been blocked. We did notice that a pharmacy was trying to sell a 3.6 gram package which was over the limit. The system caught that and would not allow that sale. The person called and asked why they were being blocked and they had to research that and it happened that they were trying to sell an over the limit box.

Scrap Metal, last year we had over 1.4 million transactions or items uploaded and over 10,000 person of interest hits or people that law enforcement are looking into. They have put a watch out to see if they've uploaded something. For January 2016 there were 73,542 scrap items uploaded with 419 hits.

Arkansas Incident Based Reporting System (AIBRS)

Ralph Ward reported on the current NIBRS status and said that currently we have 286 agencies cleared to report NIBRS. He and Kyle Brown are working with several agencies that have changed vendors and need help with transitioning to the latest NIBRS updates. They are continuing to follow up on a letter that was sent out to all of the chiefs and sheriffs last year in an effort to collect their outstanding data submissions. We will post on our website later this month the 2015 report for the number of sworn law enforcement officers and full-time civilian employees. We collect those around October from all of the sheriffs and police departments in the state.

Jackie Warren, Kyle Brown and Ralph Ward are working with other staff members to correct some of our findings in the ACIC dictionary. We will make that available to all our RMS administrators later this year. We are also finalizing our NIBRS and N-DEx audits with the FBI-CJIS auditing and so far things are going well.

In addition to our current tasks we are working with several agencies in regards to the quality of their data and providing direct assistance to help manage and correct these items. We have also processed several requests for statistics. Some of the more notable ones are from the Associated Press, FBI-CJIS, JRSA, Fort Smith, Hot Springs and Little Rock Police Departments, Arkansas State Fusion Center and Counter Drug Ops, New Futures for Youth and the Council of State Governments Justice Center.

Repository Division

Sex Offender Registry

Paula Stitz reported and said that there was not a lot to report on the Sex Offender Registry. She said the Sex Offender Registry was doing very good and she was still happy with the statistics. The number of compliant's are up, delinquent sex offenders have kind of leveled off and our incarcerated is going up. She said it's not that there are that many more violators, it's just that they're getting really good at working with the U. S. Marshals and ACIC. There's a lot more communication and they are catching these violators, failure to comply cases and incarcerating them more often. She said she didn't think they were violating any more, but she thought there was just better communication going on.

Our out of states are up. Part of that was the last Legislative session when they passed the law of the \$500.00 fee for out of state sex offenders. They don't seem to like that. A lot of sex offenders are trolling for places to live that are not quite as strict as others. As soon as Ms. Stitz mentions the \$250.00 DNA processing and the \$250.00 out of state registration fee they tend not to want to move here. She thinks that's one of the reasons. A lot of the sex offenders appear to be moving out of state.

For address unknowns, again the U. S. Marshals' Office is doing a terrific job. They're staying on top of it and they're finding these people. She thinks that's one of the reasons the deceased volume is up. We're finding that they've actually died. It's a lot better because the U. S. Marshals have access to all of these records through Social Security records and things like that. They are finding out that they're deceased and reporting them more often so that's going up.

We're working a lot closer with ICE so we're getting the reports on the deported. Our numbers are looking good.

Another thing that we've done is conducted in-house classes here at ACIC in this Training Center. We're filling them up as quickly as we're announcing them. We've got one on March 18. As soon as we got the word out there that we were having it, it filled up. We are having another one on April 22 and it's filled up. We're going to have them every couple or three months. Once we get over one we start organizing for another one with law enforcement coming in, new personnel getting trained on our CENSOR system and that kind of thing. It's really helping.

Marc McCune asked about the stats on the deceased and the deported, and wanted to know how long they stayed in the system.

Paula Stitz said they stay in the system. The status changes when we reported deceased until we get a court order to remove. Nobody has the legal authority to remove anybody from the registry except by a court order or Governor's pardon. They stay in there. On our website, if they are a Level 3 or a Level 4 or a high Level 2, they go into what's called a non-mapable section of the website. You have to go in and select a different selection other than our front page. But they are still on there and their status is shown.

Brad Cazort added that what we report to the National Sex Offender Registry does not include our deceased, deported or moved out of state. There's often a misconception why our numbers seem to be higher than what the National Sex Offender Registry shows. That's because they don't count people in those categories.

Paula Stitz said that's one of the reasons that the deceased or any category of sex offender was listed when the Sex Offender Registry was first conceived and the website was put on. We got asked by victim's groups (Parents of Murdered Children, different victim groups) that wanted to see if there's a victim out there that did not report or doesn't have a clue what the sex offender has done. They'll go into Vine and to our website and look to see if that sex offender is still around. If they see he's deceased that gives information to the victim. If they see that they've moved out of state, that gives someone that lives in Arkansas a little bit of comfort to know that they've moved out of state. So that was one of the reasons that when they first wrote the legislation they left that in there, that no one can remove a sex offender without a court order.

Criminal History Division

Brad Cazort reported on the Criminal History Division and said in the packets is a breakdown of what we've done in the last quarter in the same format that we showed you at the last Board meeting. It gives you more a detailed look at everything that people in Criminal History do. He was pleased to say that they are working with no backlog even though they seem to be a constant two people down. Every time we get somebody hired we lose somebody. People are working above and beyond to keep us current and we are staying current on all of our records.

Administrative Division

Jay Winters reported for Mary Rogers and said that there was a copy of the financial report where everything is on track. As you know there is a fiscal session coming up and he noticed on the calendar for next week that they're starting some pre-fiscal session budget hearings. We're not on next week's agenda at all. Some of that will probably be going on but as you can see our numbers are fine and everything is going well.

Information Services Division

Michael Tackett reported and said that ISD has been very busy for the first part of this quarter. Some of the things that we've been working on through the last couple of months involves getting off of the mainframe and making some adjustments there. He said that they have reached some big milestones with that. We've been able to connect our new development servers up to some of the eOmis connections and some with MorphoTrak with Arkansas State Police. So we're making some big strides there.

The Applications department has also stayed busy with the normal day to day tasks that they've had going on. You have those in the handout. Some of the things that they've had to put on hold for now are the NFF Project, the National Fingerprint File. We've been working with Arkansas State Police and MorphoTrak to get moving along with that and Arkansas State Police has asked us to hold off on that while they go back with MorphoTrak and look up some information. We are waiting on them to contact us back to get started. We have been working with the Arkansas Department of Finance and Administration to discuss Arkansas moving towards becoming a real ID state. It's a big project for DFA, not so much for us. There's very little change that we have

to do. We are going to change some data points and some elements that already exist within our code. But that is not supposed to end until October 1, 2016 and we are still prepared for them.

On the Infrastructure side of the house, they've been real busy. For the past year we've been preparing to move to a new network and a new domain that will make us more secure. Over the past couple of years ACIC has band-aided and added to our current network. We scheduled an outage and we finally rolled over to our new firewall and to an entirely new active directory exchange infrastructure. We did both of them at one time. It was hectic and there were multiple members of the ISD staff who were up here 36 hours straight. We didn't want to leave until everything was in order. Mr. Tackett was happy to say that total overall we had just about 30 minutes of downtime with our message server. An hour and a half total with working with various agencies to get things connected back up, but he estimated that 95 percent of our local agencies were all working within an hour and a half. Last time we moved and did that it ended up being a day or two that we had issues. He said they did a great job and everybody worked really hard. It actually also opened up the door to see other issues that were out there with other local agencies such as the Little Rock Police Department, how they connected and whatnot. We were able to work with DIS and get a lot of those issues fixed instead of band-aiding those and getting temporary fixes. We were able to fix those permanently, correctly and opened up the door to find new issues that we wanted to work through. So that was a great move. It's now allowed us to have a base platform that we can grow from. More secure, more efficient, which has opened the door for us to offer cost savings to local agencies with some of the new projects that we've decided to do and push out. Some agencies with their MDT servers and CAD servers have to have encryption to get back to ACIC as part of the CJIS Security Policy. The only way that they can do that is to pay monthly for a router from DIS to connect back to us. We've come up with another solution that will allow them to do away with the majority of that cost. They can connect to us directly. ACIC and senior staff are still working out the details as to how we're going to implement that but we've tested with some local agencies and the tests have gone great. They've been excited about it and we're really looking forward to moving forward with that.

One of the last big things that we had going was the CJIS audits. Rick Stallings spoke about it for a little bit. This is the CJIS Security Audit where they audit all of their local agencies. They pick out certain local agencies to audit and investigate. This ensures that ACIC is doing its job regarding the local agencies. We're handing down the policies, we're making sure that they're connecting to us correctly, etc. Last term we had a 100 percent clean audit. The FBI said that was the first time that had been done in seven years that they knew of. They were going back to research it. I'm happy to say that this time for all of the criminal justice agencies we had another 100 percent clean audit. They said for sure they know that nobody has done it in the last three years since the last term, and nobody's done it so far. And again, nobody has done it back-to-back ever. So we're really proud of Arkansas and our local agencies have done a great job. The FBI said that they like to use Arkansas as the example. If any other states or federal agencies are being audited by the FBI and they have a question or want to know how the process works or how to do an audit correctly, they recommend that they come talk to us. That's really big for ACIC. That shows that we're doing the right things for the right reasons the right way. Michael Tackett was really happy with the team and everybody we've worked with.

He said they have worked hand in hand with Tiffanie Ward with the non-criminal justice agencies. We only had one or two issues with them and those were on non-audited offenses. We get a by-pass on them because there are new parts to the CJIS Security Audit that came out. The next time they will be audited on it and it will count against them. We're really happy with that. So technically, we were 100 percent clean.

Stipend Approval

Vice-Chairman Sgt. Lloyd White said the Board has to vote the first meeting of every year to authorize payment for the Board members attending the meetings.

MOTION: That the annual stipend approval of \$85.00 be approved

MOTION BY: David Raupp

SECONDED BY: Jack Lassiter

VOTING: Unanimous

Other Business

Jay Winters said the ACIC Users Conference was May 11 and 12, 2016 at the Statehouse Convention Center and it's on our website. We asked the Governor to come and speak at 9:00 and he had a previous commitment but he said that he did want to come so he's going to come speak at 2:30 on May 11. Mr. Winter's said he was waiting for confirmation but he was pretty sure that the Attorney General was going to do the 9:00 opening talk. She did it last year and asked if she could do it again this year. We are still waiting on confirmation on that. Bill Clinton and staff have worked on this and if you'll go online there's a tentative agenda on there. Before we have done some things with some other agencies coming in and talking and doing some different things. This year it's strictly ACIC. Everything we're doing is because we think that's what people want. If you remember we've gotten approval from the Law Enforcement Training Academy so law enforcement officers will receive 12-1/2 hours of law enforcement training hours and dispatchers will receive 12-1/2 hours in dispatch training for attending. Brad Cazort said that as soon as we get the Agenda finalized we'll submit it for continuing legal education authorization too, so hopefully we'll attract some prosecutors and city attorneys. The Attorney General's Office can come also and get their COE training at the same time. Jay Winters said we're trying to do some things that will make it more attractive for everybody to attend. We've got a great opening speaker who's going to come and speak so we invite you to come for all or part of it. We'd love to have you there. It will start at 9:00 on Wednesday, May 11 at the Statehouse Convention Center.

The other thing that Jay Winters wanted to mention was the audits. It sounds really great and it sounds pretty easy, but there's nothing easy about audits if anybody has ever dealt with them. He said a lot of hours were spent in preparation for this and he thinks the outcome shows that. We do audits continually every year. We audit agencies so that when the FBI comes in and does their audits every three years we're not jumping around trying to figure out how to do this. The agencies know how to do this. Jay Winters appreciated the sheriffs' and the chiefs' staff and appreciated their cooperation and all that they do working with us. The Arkansas Crime Information Center is responsible for the outcome of these audits. We can do everything we're supposed to do but if the agencies don't do what they are supposed to do, we get a ding and it

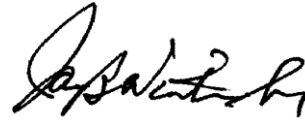
goes to the Governor's Office that we're not doing our job. Obviously, we want the audits to turn out good. We never have any problem with the agencies not cooperating with us and working with us. Again, Jay Winters publicly said what a great job the ACIC staff does. We are short-handed and we have a lot of things going on. Besides doing their day to day job they've all jumped in and done these things. We will make sure you have the final results. They send us written results, but the verbal as they finish up is that everything is looking good and we've done a great job and he wanted to say thank you to the staff.

Vice-Chairman Sgt. Lloyd White said that says a lot for Jay Winters and his staff. He said he's had to deal with several audits and it's not fun sometimes. He encouraged the Board members to attend the ACIC conference. He said it's very informative and a lot of fun.

Vice-Chairman Sgt. Lloyd White asked if anyone else had anything else to be discussed.

MOTION: That there was no further business and the ACIC Supervisory Board meeting was officially adjourned at 10:43 a.m.

MOTION BY: Marc McCune
SECONDED BY: Assistant Chief Hayward Finks
VOTING: Unanimous



06/02/2016

Date