

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

SEPTEMBER 9, 2016

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

Sgt. Lloyd White, Chairman
Mr. Donald Ragland
Col. Bill Bryant
Ms. Wendy Kelley by Mr. Dale Reed
Sheriff Ron Nichols
Assistant Chief Hayward Finks
Ms. Debbie Wise
Hon. Leslie Rutledge by Mr. David Raupp
Mr. Thomas "T.J." Curtis

Also attending were: Jay Winters, ACIC Director; Michael Tackett, Administrator of the Information Services Division; Mary Rogers, Administrative Services Manager; Nga Mahfouz; Karen Burgess, ACIC; Ralph Ward, ACIC; Paula Stitz, ACIC; Rick Stallings, ACIC; Kim Freeman, ACIC; Lesa Winston, ACIC; Chief Mike Peters, Springdale Police Department; Michael Hendrix, Springdale Police Department; Angie Tatom, ACIC and Judy Lepper, ACIC.

Chairman Sgt. Lloyd White called the September 9, 2016 meeting of the ACIC Supervisory Board to order at 10:02 a.m. The attendees stood and recited the Pledge of Allegiance. Chairman Sgt. White said everyone had time to review the minutes of the June 3, 2016 meeting and opened the floor for any questions or discussion. If there are none, he entertained a motion for approval.

MOTION: That the minutes of the June 3, 2016 meeting be approved.

MOTION BY: Sheriff Ron Nichols

SECONDED BY: Donald Ragland

VOTING: Unanimous

Introduction of Mr. Thomas "T.J." Curtis, representing the Citizen at Large, replacing Mr. David Guntharp.

Chairman Sgt. Lloyd White introduced and welcomed Mr. Thomas "T.J." Curtis, Citizen at Large, replacing Mr. David Guntharp as the new ACIC Board member.

Mr. T.J. Curtis addressed the Board and said he was from Russellville. He has lived in Pope County all of his life and owns a small construction company. He has one daughter who is 7.

They enjoy living in Pope County and the State of Arkansas. Mr. Curtis said he was honored to serve on the ACIC Supervisory Board.

Nominations for and election of Vice Chairman of the ACIC Supervisory Board.

Chairman Sgt. Lloyd White addressed the Board and said they elected him Chairman at the June Board meeting. He said he was thankful for that and that left the office of Vice Chairman opened. We tabled it until the September meeting and Chairman Sgt. White asked if there were any interested parties in the Vice Chairman position.

Sheriff Ron Nichols said that he would serve.

Jay Winters said that Sheriff Nichols was the only person that contacted him concerning this vacancy.

Chairman Sgt. Lloyd White entertained any nominations for this position.

Col. Bill Bryant nominated Sheriff Ron Nichols.

Chairman Sgt. Lloyd White asked if there was any discussion on this matter.

Election of Vice Chairman

MOTION: That Sheriff Ron Nichols be nominated and elected as Vice Chairman of the ACIC Supervisory Board.

VOTING: Unanimous

Michael Hendrix appeal of ACIC access.

Chairman Sgt. Lloyd White said Michael Hendrix from the Springdale Police Department was here with the police chief with an appeal of ACIC access and asked Jay Winters to introduce them.

Jay Winters said that Chief Mike Peters was here and that there was a question about potential misuse of the system. We forwarded that information to Chief Mike Peters. They did an investigation and Mr. Winters said he would let the chief explain what they did and how they came to this point. If there are any questions for Mr. Winters or the chief they would be happy to answer them.

Chief Mike Peters of the Springdale Police Department said they were notified in June that they had a possible ACIC violation. They did a criminal investigation alongside an internal investigation. We found that we had an employee that had been with us for about 15 years who had run his wife twice, his daughter once and a Benton County deputy who had been arrested on criminal charges. During the investigation, it was found that Michael Hendrix ran the Benton County deputy in a group of investigators. They were in a meeting and were trying to determine

if they knew this person. He ran him and showed them the picture. That was confirmed by everyone in the room. He ran his wife on two occasions, once when her driver's license had expired and the bank had said that they couldn't process loan paperwork. He said that her driver's license wasn't expired and he pulled it up on JusticeXchange. He also did that to his daughter when he was filling out financial aid paperwork. She was in college in Kansas. Chief Peters said they went back several years on this investigation because they were very concerned about the initial allegations. They were able to disprove almost all of them. They had four violations, and two of them fall within the statute of limitations. We asked the prosecutor to review it and they came back with a letter or refusal to prosecute. They didn't feel like he had done anything intentionally to harm anyone. Chief Mike Peters spoke with the Jay Winters and said they are at ACIC's mercy. Jay Winters told him they might want to come talk to the Board.

At this point, Michael Hendrix has been restricted from ACIC access. Chief Peters said he hasn't done any punishment. He has been on administrative leave since June pending whether or not they're going to be able to retain him. That's basically what occurred.

Chairman Sgt. Lloyd White asked if there were any questions for Chief Mike Peters.

Col. Bill Bryant asked if they proposed any administrative action as far as the requirements are concerned.

Chief Mike Peters responded and explained what they have done with Mr. Hendrix at this time. Chief Peters said Mr. Hendrix had been assigned to a federal task force. We've removed him from that Task Force and put him on administrative leave. If the Board upholds the decision then we're not going to retain him. We won't be able to retain him without him having access to ACIC. If the Board allows him to have access, then he will be moved from an investigator position. He'll be given discipline at that time. Chief Peters said he has withheld that to determine whether we're going to retain him or not. As far as the department, we've done a complete audit and found no other violations. What started this is that Benton County had an employee who had left employment and had not been removed. We went through and did a complete audit and we have no violations in any of those areas. We're retraining our entire department of proper use of ACIC and JusticeXchange.

Michael Tackett asked if their department was doing anything to explain to employees how they can and cannot use this type of data and what it can be used for. Employees go through it when they go through the ACIC training.

Chief Mike Peters said they do the ACIC training, they've passed an audit and they're up to date on all of that. Everyone in his department is aware of what has occurred on this and everyone is waiting to see what happens. On the back end of that we're going to have some hard discussions about this being way out of line. Whether it's intentional to harm anyone or to gain, that doesn't matter. The rules are the rules and it's only for criminal justice use.

Col. Bill Bryant asked if this employee has been an exemplary employee for them.

Chief Peters said Michael Hendrix has no disciplinary actions in his personnel file and had been with the department for over 15 years. He was assigned to a federal task force. When all of this came to light, Mr. Hendrix called the supervisor and sat down with him. The supervisor asked Chief Peters to leave him on the task force because he is such a good employee. Chief Peters said that was not going to happen. The only thing that is going to happen is he'll either be retained or not. So we've moved forward and we're replacing him on the task force. He's been an exemplary employee.

Col. Bill Bryant said it puts them in a hot spot and asked if it would be the Chief's recommendation to retain him if disciplinary action would cure this problem.

Chief Mike Peters responded he would not be here if he didn't want to retain him. But he completely understands that Michael Hendrix violated the law. They sent it to the prosecutor and they sent him a letter refusing to prosecute. If the prosecutor had filed charges, he would have terminated him. If this Board determines that he's done something that we can't overlook then he will terminate him. Other than that, Chief Peters thinks that they can discipline him and move forward and we won't have this issue again.

Donald Ragland said he thinks we should let him keep his employee. He said he didn't know what kind of motion he needed to make.

Chairman Sgt. Lloyd White said they would go into discussion on this issue. He asked if there were any other questions for the Chief. Chairman Sgt. White thanked Chief Peters and said that Jay Winters would be contacting him soon.

Jay Winters said that just from ACIC's standpoint, it put us in a position where we felt like we had to withdraw his access because he admitted to violating the law. The Board has the authority to go ahead and give him access and we felt like we had to do that because he gave a statement and said he did it improperly. As the Chief said, this is because there was an employee from Benton County that left employment but the agency didn't cancel his JusticeXchange access and he used it for a private business and was charging for it. He made some money off of it. What he did by the letter of the law is illegal. It's without question what you're not supposed to do with the system. Mr. Winters spoke with the chief and said they wanted to put it in ACIC's court. If they think he's worthy enough to continue to be an employee, he thought he needed to look the Board in the face and tell them what he thinks. That's our side of it. If somebody admits to violating it, Mr. Winters said he doesn't think we have any choice administratively but to go ahead and pull access. But again, that's why we have the ability to come talk to the Board so they can review it.

Chairman Sgt. Lloyd White asked if there was any further discussion.

Michael Tackett said that from the CJIS and FBI standpoint for the CJIS policy, they leave it up to the local agency. And then for ACIC to approve or assume that action has been taken. Action does not mean firing or releasing, but just that we take an action to ensure that the individual is not going to do it again. From the FBI standpoint, they are fine with whatever Director Winters decides.

Jay Winters said from our end, if the Board chooses to give him access, we will just have our field agent follow up and verify that they have done some further training and gone over the do's and don'ts.

Chairman Sgt. White asked if there was any further discussion.

David Raupp was wondering if ACIC has done this before. He can't remember reviews of the agency's decision denying access. He asked if someone else that's been here a while remembers. He said he doesn't remember a time where he's sat and reviewed the agency's decision as to whether or not to terminate access.

Rick Stallings said he thought there was one, an employee from a prosecutor's office that misused the system and the Board actually restricted his access. That's been year's ago.

Michael Tackett said most of these are handled at the local agency level and they use it as a way to thin out the herd for individuals that don't work out. We've had a time or two where someone has gained employment and requested that they be given access because of a prior issue years ago. Most of the time it's just handled at the local agency level and they don't even try to bring it to ACIC.

David Raupp said he understood that termination by the agency has got to be quick when you learn of this violation. Mr. Raupp asked if you ever change your agency decision based on, in this case, the decision not to prosecute.

Jay Winters said no, we would always suggest that it come to the Board.

Michael Tackett said that all we're able to do is deny them access to ACIC/CJIS data as an agency.

David Raupp said as he understood the Chief's explanation he would have to be terminated. Mr. Raupp said he was inclined to defer to the judgement of the law enforcement community. He said he hated for a career employee to lose their job if there are no criminal charges filed.

Vice-Chairman Sheriff Ron Nichols said the agency thinks he's a good employee. People do make mistakes, and he's willing to give him a second chance.

Michael Tackett said he thinks it's an opportunity for ACIC as a local agency, to push to ensure that all local agencies are doing their due diligence to make sure their employees understand on a constant basis what they can and cannot do with information. Also, how they can access information and for what. We already do that now.

Chairman Sgt. Lloyd White said he thought this was done with him using JusticeXchange, and asked if that was correct.

Jay Winters said he thought that was correct. He thought it was all done through JusticeXchange.

Chairman Sgt. Lloyd White asked Rick Stallings that if this Board approves not to keep him suspended from ACIC access, could it be arranged so he's not allowed to use JusticeXchange and only have access to a terminal.

Rick Stallings said we can deny him access there. Chairman Sgt. White said he'll have access to ACIC so it wouldn't make any difference.

Jay Winters said he thought Michael Hendrix thought going through JusticeXchange was less of an offense than going through ACIC. That's the way he understood it. He knew he wasn't supposed to do it on ACIC, but he thought he could do it on JusticeXchange.

Chairman Sgt. White asked if there were any other questions or discussions. He then asked if there were any recommendations.

Assistant Chief Hayward Finks said that if the Board chose to reinstate ACIC access we could stipulate certain training that he would have to go through. An opportunity to push through education and training for him and for the agency.

Col. Bill Bryant asked if there should be another stipulation that the Springdale Police Department, in conjunction with ACIC, should monitor his use of the system for a probationary period of one year. He didn't know if we had that authority. Some kind of checks and balances. Secondly, he thought Chief Peters would administer the appropriate discipline on the administration violations in the department. Col. Bryant didn't know if they could stipulate that Springdale Police Department needed to monitor his access for the period of one year. If we've never had this before but we have it again, are we going to be able to distinguish why we let one person back when we didn't let another person back? It's always different mitigating factors.

David Raupp said he thought a probation of one year would be a good idea.

Col. Bill Bryant said that some of the State Police employees have been guilty of violations, but we file criminal charges on them, so that's a no brainer. The prosecutor took them, so that's an easy decision for us.

Chairman Sgt. Lloyd White asked ACIC Attorney Nga Mahfouz what her feelings were on this.

Ms. Mahfouz said that she agreed that there should be a concern about consistency in the future if this is going to set precedence. But she thinks the Board has discussed some factors for this happening in the future if the Board comes to a different conclusion. Hopefully the different conclusion is reached because there were different circumstances. Maybe the employee had only been there six weeks or wasn't exemplary and had a history of problems. But she said she's hearing very non-arbitrary reasons for this. She is comfortable with the Board's decision.

Chairman Sgt. White asked if that was the recommendation of this Board that we need to put it in the form of a motion.

MOTION: That ACIC reinstate access to Michael Hendrix with the stipulation that the Springdale Police Department monitor and perform an extensive training program within their department and recommend that the Springdale Police Department monitor the ACIC usage of Michael Hendrix for a period of one year.

VOTING: Unanimous

Operations Committee Report

New Terminal Site Applications

Karen Burgess said that the Operations Committee met prior to the Board meeting to consider six applications for direct access. The first application was Bull Shoals Police Department. They are requesting three messenger ACIC workstations in their police department and the Committee has recommended approval of this application.

The next application is Cash Police Department and they are requesting ATLAS, the State Police software. They currently go through Jonesboro Police Department for their traffic. The Committee also recommended approval of this application.

Next is the Hardy Police Department located in Sharp County. They are requesting both ATLAS and the ACIC messenger software. The Committee also recommends approval for this agency as well.

Chairman Sgt. Lloyd White said the field agent prior to this coming to the Committee has conducted their audit/pre audit and recommended approval as well.

The next application is the Randolph County District Court. They are requesting the ACIC messenger software and they are wanting it for their new position for the warrant clerk to enter warrants. The ACIC field agent has done their pre audit and they have approved it. The Committee also approved this application.

Next is Rockport Police Department. This application was just received yesterday. They are located in Hot Spring County and they are requesting ATLAS software. The Committee has decided that they want this one approved pending the field agent's audit since it was just received.

The final application is for the West Fork Police Department in Washington County. They currently go through the sheriff's office for their traffic. They are requesting the ATLAS system and the field agent did a pre audit and has approved it. The Committee also recommended approval of West Fork as well.

MOTION: That the applications for the Bull Shoals Police Department, Cash Police Department, Hardy Police Department, Randolph County District Court and West Fork Police Department be approved.

That the application for Rockport Police Department be approved contingent on a successful site visit and audit by the local field agent.

MOTION BY: David Raupp
SECONDED BY: Vice Chairman Sheriff Ron Nichols
VOTING: Unanimous

Division Status Reports

Operations Division

On-Line System

Karen Burgess reported and said that the Operations Division has configured 40 Messenger workstations, 116 Mobile Data Terminals and one server. Those dates are between May 25, 2016 and August 30, 2016 and those are listed. We had two messenger workstations, one server and six DACs that were deleted for various reasons. We had ten DIS routers removed within the last three months. Eight ORI's were requested from NCIC within the last three months.

The Operations Division has processed 1,147 Hot Files, 16 audit reports and three re-audits. They have logged 845 offline searches, 729 requests for password resets, token resyncs and password extensions.

Network Control has processed and emailed 55 driver's license photos, processed 2,351 stolen vehicles and they have processed, resolved and dispatched 180 trouble calls.

As of August 31, 2016 Arkansas has 468 missing persons and 99 unidentified persons.

Vine/JusticeXchange

Rick Stallings reported and said they are still cancelling calls and signing people up. We are working with the Arkansas Department of Community Correction and the Department of Correction on the reentry program. We brought those notifications online August 22, 2016 and we are making the notifications when that offender is going to that reentry program to reintegrate into society. We don't do the screening notifications because victims don't have the need to know about the screening. They just want to know that movement from one place to another, and of course the parole and release.

We are continually training. Michele Kulesa held a Vine and NPLeX training class in Yell County this past month. As of August 29, 2016 we have 189,810 people registered on offenders. If you'll look back on the report, on May 22, 2014 we had 85,082 registered. We have quite a bit more within the last couple of years.

Currently there are 75,064 registered on parolees in the system. New registrations for this year we had 227,875. Mr. Stallings referred to the text notifications on the report in red. We brought text online April 20 of this year and we already have over 19,000 people registered. VINELink

and VINEMobile searches still are the most popular with a little over 600,000 on one and 761,000 on the other.

For JusticeXchange we have 3,748 users. Searches for 2016 are 414,554. Law enforcement continues to use that system along with criminal justice officials. DL photo searches total 58,109.

Appriss moved the AlertXpress program to another platform/server. We're still working through that and any issues that may arise.

For NPLeX we have 844 users. Total boxes sold of the pseudoephedrine product was 82,835 with 4,033 boxes blocked. Law enforcement has done 26,342 searches in that system.

For Scrap Metal, people are trying to get some money and they are scrapping their items. 649,206 items have been scrapped. Tickets entered in the system by the dealers are at 272,759. Law enforcement continues to get hits on items that they have shown interest in or flagged as interest and that's what the person of interest hits are. They are putting those items in there, their interest in it and receiving information back on what's entered in the system.

Rick Stallings said that he usually does the field agent report. At the last Board meeting Rhonda Ratterree, the southeast area field agent reported. This time Kimberlee Freeman is here. She is the west central field agent and has been with ACIC for approximately 16 years.

Kim Freeman thanked the Board for having her here. Ms. Freeman said that they changed their testing in November of last year and added more questions. We also changed our Level 1. Now all of our new attendees coming through the Level 1 class don't complain so much about the test. We're giving them a lot of the new information so it's going to be easier for them. To help with the new and the old, we came up with an operator's workbook. We have put this on the Launchpad. So now whether they are coming through for the first time or a refresher, they can pull up that workbook and go through scenarios. They can actually run things and look up information. Ms. Freeman said she foresaw that helping a lot in the future.

Concerning training, we have trained 602 people through the Basic training. She said she thought that would increase as ATLAS becomes more popular. With ATLAS comes more training. She said she could foresee in the future having more people in the Basic classes. We have trained 103 people in the Advanced class both here and around the state.

The field agents have done a lot of work within the last three months. We have had a couple of misuse complaints recently. We have helped assist agencies moving over to their own equipment. A couple of years ago we decided not to provide equipment any more. As equipment has been going out we had to assist in completely replacing their equipment or adding to our equipment that is still there.

Ms. Freeman said they had to respond to the FBI audit findings. We had to have our response back to them and in turn had to talk to some of the agencies who failed parts of their audit and find out how they're going to correct their problems.

This was our year for the ORI validation. Every few years we have to validate the information we have on every agency that has an ORI, such as phone number and address, to make sure that everything is up to date and get that into NCIC. This is done so our returns come back correctly when people try to find out where these agencies are.

Arkansas Incident Based Reporting System (AIBRS)

Ralph Ward reported on the current NIBRS status and said that currently we have 298 agencies cleared to report or requesting to report NIBRS. We have ten agencies and vendors that are testing for certification with their RMS. RMS is the Records Management System and what they use to enter their data into their system. Most of our attention and efforts this quarter has been concentrated on the development and testing of our new NIBRS.net web portal. This project will enable agencies to upload their NIBRS submissions online securely and access their data and other functions within that website. Mr. Ward said he has been working with the Director of Drugs on the Drug Task Force Data Sharing Reporting Committee. In brief, we are looking at ways to increase funding via grants and reporting NIBRS data to the state and FBI for drug task forces. Jackie Warren, Kyle Brown and Ralph Ward are continuing to make adjustments to the ACIC dictionary and NIBRS coding. We are also updating with ISD our infrastructure to help with that portion of the mainframe conversion.

Our preliminary 2015 crime statistics are posted on the ACIC website. That's approximately 4,000 pages. We have also updated our main NIBRS webpage on the ACIC website. It includes manuals, training bulletins and a new video that the FBI put out that's called NIBRS 101.

We have also received and processed several requests for statistics. Some of the more notable ones are from the University of Texas, Arkansas Director of Drugs, State Fusion Center and the Army National Guard Counter-Drug Ops.

Repository Division

Sex Offender Registry

Paula Stitz reported and said there was not a lot to report on the Sex Offender Registry. She said everything is pretty much like it was last quarter. It looks like we're going to hit 16,000 sex offenders by the end of the year. Currently there are 15,706 sex offenders. The last few weeks have been busy for us. Brad Cazort and two staff members went to Kansas City for a SMART Conference. At the same time Ms. Stitz was in St. Louis at the FBI National Academy Conference. After a couple of weeks she then travelled to Dallas for the Missing and Exploited Children's Conference. All of those conferences were worthwhile. The Missing Children's Conference is long but very beneficial for anyone that does anything with sex offenders. We had quite a few from Arkansas who attended.

Our Arkansas Sex Offenders Association is going great. We just had a monthly meeting which was sponsored by Lonoke County. We had 28 members at that meeting.

Criminal History Division

Lesa Winston reported on the Criminal History Division and referred to the handout. The fingerprint totals that have been entered this year is 1,363. The daily documents, which include our dispositions and other things, is 14,722. Other transactions include things that we get from the FBI and other places that are not a daily thing, but sometimes a monthly thing. We have 1,456. AFIS is our paper fingerprint cards. We have entered 26,949 fingerprint cards.

Administrative Division

Mary Rogers reported and referred to the financial report and said ACIC was moving along well. We have a lot of committed items already in July. She makes sure to commit as much as possible so she will know how much remaining there is that might possibly be used in other areas. Our committed includes our APPRISS programs, VINE and JusticeXchange and Computer Projects of Illinois (CPI) to maintain our messenger service for all of the agencies. There are a few other smaller ones in there that are committed for the year. Our data processing expenses are pretty much on goal. That's normally what we pay DIS for services that we use, plus a few other services for things that relate to our messenger service or for information we provide to other agencies.

Information Services Division

Michael Tackett reported for ISD and said that they have a lot going on. One of the main projects is our mainframe project that is us moving off of the mainframe at DIS onto our own server environment. We are working with Mainstream Technologies as our vendor to do this. We are about 80 percent completed. We are mainly in the testing phase, going through there and testing out how it's interacting with different agencies, different functions, commands, etc. Karen Burgess is heading up that portion of it for ACIC.

Another project that we have going on is our Missing Persons. We have recently worked with the Attorney General's Office to get that whole missing persons overhaul. We have had a new website created again working with Mainstream Technologies. It's called www.NeverForgotten.AR.gov and that is an updated version of the Missing Persons throughout the entire State of Arkansas. It was misleading as to how many were actually missing. Working with the Attorney General's Office we have that straightened out.

We are working with NCIC to get a weekly download of their database. Every time somebody is entered into missing persons, it's held nationally. We're taking what they have for the State of Arkansas and uploading that into our database. We are trying to get all of the details worked out with that so we will have the 500-something missing people out there with updated information. We have added some new features on it so it can better help the public understand this is the last city they were seen in, but this is the local agency or police department that it has been reported to. They can meet with them and it has information, links that they can select that brings up phone numbers, etc. It's a lot more user friendly for the public.

We have updated our own ACIC website as well, with a few changes.

We have a few projects that have recently been put on hold because we are working with other agencies that are getting some information. Right after the last Board meeting Arkansas State

Police contacted us about getting an emergency contact database. They are working with INA to get that set up. We went ahead and did some preliminary steps for us to get prepared such as the NFF project, open records, etc.

Another big project that we had that's been on hold and is ready to take off is replacing our document management system and storage system. Right now we have used a laser fiche software. We're going to work with Mainstream again to develop an in-house product that will do exactly what we need it to do. Laser fiche is great but it has a lot of bells and whistles that we don't need. By designing a new system in-house we are also able to integrate it with the new Mainframe System as well. We're tying everything together. Criminal History will have one interface to go to where they can have all of the information they need. That one is working well.

On the Infrastructure side, we are working with DIS on a few different projects that they have provided statewide for all agencies. Their big one right now is their Cyber-Security Threat. We are discussing with them about what this entails and what software they want us to install on all of our systems. We're getting all of the bugs worked out with that. We have questions for them concerning when they scan information and where it goes. Some reports say it goes to a third party website. We have to let them know that all of our information is CJIS data and is not able to be sent out to that. We're getting all of the bugs worked out and getting a meeting set up with DIS to get that straightened out. They are also doing their data warehousing. We have attended a couple of meetings on that with other agencies at the Capitol. DIS is still trying to put stuff together to get an idea where that is going.

We are also evaluating some other software to put on our system for web content filtering.

Michael Tackett said that as the ACIC ISO (Information Security Officer), he has been requested by the FBI to be a member of the Security and Access Sub-committee within the FBI CJIS Division. This is a 35 member committee with all 50 states with some federal agencies included. This is the committee that updates and requests new polices for the CJIS security policy, security guidelines and how the infrastructure and technology part should be handled. His first meeting with them is in October. It will be great to give us insight on how all of that is going down. This Committee is the one that makes the recommendations to the APB and to the Director of the FBI to push policies forward.

Other Business

Jay Winters touched on a couple of things. The testing that was mentioned earlier, they have redone the testing and there was some pushback on it. Especially as we do testing at the end of every class. One of the reasons that we discussed possibly upgrading the testing procedures is because jobs change. The information that ACIC has access to is important enough even if you don't use it on an everyday basis. What we tried to show them was in the testing you don't have to know it all, you just have to know what book to look at. The testing is not memorizing 200 questions. They can go to the Launchpad or book and all of the answers are there. Mr. Winters also emphasized training for everyone and offering whatever training is needed. We are working with Jamie Cook at the Training Academy and working on the training there as well.

For our Sex Offender Registry, several years ago we created with the help of INA our Sex Offender Management System. While it was a great system at the time, it's not a searchable database. As we talked about that, we began to see there are some things out there that we can do that would do a better job for us. We ultimately put out a Request for Proposal for a better database. We had three groups that initially showed interest in doing that. When the RFP finally went out just one group, OffenderWatch, was the only one that bid on the project. It looks like they meet all of the criteria. Some of the positives of that is there are 40 states participating in that. The state of Washington is one of those states and if one of their offender's moves here or one of our offenders moves there, it automatically comes to our system so we're aware of where that person is. It's very helpful on the investigative side of it.

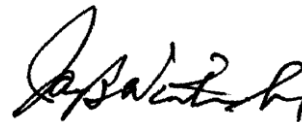
Jay Winters mentioned the Voting Record issue that has been in the news. The law has always been that the Secretary of State's office is supposed to get criminal history records from us. They have been getting them from DCC for years. For whatever reason, they decided this year right before the election to do it differently. There were some communication issues where we sent them information one way, but they looked at it another way. We talked through some of those things. The one positive thing for us was we found some records that were about 20 years old. Those records were entered in Municipal Court then, and now they are entered in District Court. These records all showed the charges but they showed on the records as a felony. As we were going through this there were about 4,000 that actually were misdemeanor charges but on the forms it said felon. Our employees now know that if it's from District Court and it says felony, there's a problem and we need to call that court and find out what that is. Back then they didn't know. You can't really fault them because they put what was on the record. The positive thing is we got about 4,000 records corrected. The clerks all got together and took care of their records. It's all taken care of and everything is fine now.

Chairman Sgt. Lloyd White wanted to thank Rick Stallings and Karen Burgess for coming to the Municipal Police Association's annual convention last month and for giving a nice presentation. He also thanked Kim Freeman for coming to today's Board meeting and for her presentation. He also congratulated the Board's new Vice Chairman, Sheriff Ron Nichols.

Chairman Sgt. Lloyd White asked if there was any other business to be brought before this Board. If not, he entertained a motion for adjournment.

MOTION: That there was no further business and the ACIC Supervisory Board meeting was officially adjourned at 11:17 a.m.

VOTING: Unanimous



12/01/2016

Date