

## LEITSC Meeting Minutes

May 4, 2008

IACP LEIM Conference

---

### In Attendance:

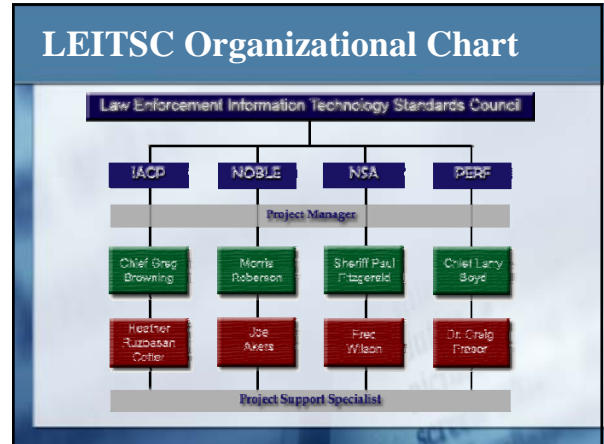
Morris Roberson  
Sheriff Paul Fitzgerald  
Chief Greg Browning  
Chief Larry Boyd  
Heather Cotter

Fred Wilson  
Meghann Tracy  
Harlin McEwen  
Captain Scott Edson  
Inspector Lance Valcour

Paul Wormeli  
Bruce Kelling  
Suzette McLeod

1. Welcome Remarks – Morris Roberson, LEITSC Chair
  - a. Introductions
  
2. BJA/Global Update – Chris Traver
  - a. RMS VII just released
  - b. Budget
    - i. Expecting a similar situation in '09
    - ii. Still waiting to hear back numbers from the Office of Justice Programs (OJP)
    - iii. Current spending – maintaining current programs but not developing many new ones
      - “keep the lights on”
    - iv. Open solicitations on discretionary funds
    - v. Leverage existing partnerships to avoid duplication
  - c. Key programs
    - i. Fusion Centers
      - Privacy policy development
    - ii. Suspicious Activity Reporting (SAR)
    - iii. Standards Work (NIEM)
      - Version Architecture
      - Quality aspects
      - Tool strategy
    - iv. Service Oriented Architecture (SOA) and Justice Reference Architecture
    - v. Service Committee becoming the Service Task Team (fusion centers, biometrics, fingerprints)
    - vi. Federated identity program
    - vii. Court programs
    - viii. Public Safety Data Interoperability
    - ix. Economizing Training
      - IJIS and SEARCH at the table
  - d. Global
    - i. How to continue success?
    - ii. Resolutions supporting Global
    - iii. Membership issues
      - Looking to add NACCO representation
    - iv. Priorities list
      - #1 was support for NIEM
      - #2 was security and technical privacy (more than just policy)
      - #3 was Justice Reference Architecture

- v. Deliverables
    - Privacy guidelines checklist
    - Executive overview
    - Global newsletter
  - vi. Pending Issues
    - Website – looking to make it better
    - Domain justice update
  - e. Grant language –starting to look at the issues around grant language
3. Bruce Kelling
- a. See attached powerpoint
  - b. Requesting LEITSC's support in statements
4. Suzette McLeod
- a. Gave update on SAR IEPD
    - i. "2 SAR IEPDs"
    - ii. Considering whether to make the Federal and the State and Local (S&L) two separate IEPDs or make S&L an "addendum" to the federal
      - Either way – what if changes need to be made?
  - b. Advisory Policy Board
    - i. Reviews and determines what would be added
  - c. Council/Stakeholders
    - i. Where is the S&L representation??
    - ii. Who actually has oversight?
    - iii. We need to remember - getting all of this information out and getting agencies on board *will take time*.
5. Council Meeting
- a. Looking into DHS funding for CAD v2 (with possible inclusion of fire/EMS modules)
  - b. Grant 2003-MU-BX-0068 closes in September
    - i. Grant 2006-LD-BX-K005 also set to expire but can get a no cost extension
  - c. Silicone Valley using IEPDs – may be using the GJXDM ones
  - d. Reconsideration of mission statement
    - i. LEITSC has accomplished and evolved a great deal in the last 5 years
  - e. IJIS's request for support of statements
    - i. Council will defer to their individual organizations – not LEITSC's place



### LEITSC Mission

The mission of LEITSC is to foster the growth of strategic planning and implementation of integrated justice systems. Together, participants from these organizations represent the law enforcement community as a whole on information technology standards related issues.

- ❑ Develop information technology standards for law enforcement
- ❑ Provide assistance to the law enforcement community on the implementation of standards
- ❑ Represent the voice of law enforcement on standards development issues
- ❑ Promote the merits of information technology standards
- ❑ Share practical solutions and best practices

### Funding

#### Bureau of Justice Assistance

- > **Grant # 2003-MU-BX-0068**
  - > **Final No Cost Extension until 9/30/2008**
  - > **\$1,739,496.00**
- > **Grant # 2006-LD-BX-K005**
  - > **No Cost Extension until 9/30/2008**
  - > **\$249,940.00**



The screenshot shows the LEITSC website with a navigation menu and several news items. Key items include:

- LEITSC Standard Functional Specifications for Law Enforcement Computer Aided Dispatch (CAD) Version I and Records Management Systems (RMS) Version II**
- LEITSC Priority Exchanges for RMS**: A notice about the LEITSC RMS Functional Operations Committee identifying critical information and additional data exchanges.
- Resolutions**: A list of resolutions passed by the LEITSC, including language in the General Requirements Section on Service Oriented Architecture (SOA) and the Justice Software Architecture (JSA), Software as a Service (SaaS), privacy and data quality, and changes to the Progression Activity Report exchange.
- Resources**: A list of links to LEITSC resources, including the Office of Justice Programs, Bureau of Justice Assistance, and various technical documents.



The screenshot shows the LEITSC website with a navigation menu including 'Calendar', 'FAQ', 'Funding Resources', 'Home', 'RFIs', 'LEITSC Meetings', 'Newsletter', 'Publications', and 'Technical Assistance'. The main content area is titled 'Technical Assistance Request Form' and contains the following sections:

- 1. Please enter the Agency contact information:** Fields for Organization, Street Address, City (with a 'View Google-Translator map for this address' link), State/Province, and Zip/Postal Code.
- 2. Please choose your agency size:** A dropdown menu currently set to 'Small'.
- 3. Please provide the information for the person who will be the main point of contact:** Fields for Name, Title, Organization, Street Address, Address (cont.), and City.

There are also 'Resources' and 'Agency Resources' sections on the right side of the form.

## Cherry Hill (NJ) Police Department

- Partnership with SEARCH
- Provided a High Level CAD/RMS Assessment
  - See report in folder
- RFI Guidance

## Los Angeles Sheriff's Department

- Current RMS RFI Includes RMS Version I
- Discussed upcoming RFP & RMS Version II
- Available to Assist during the RMS RFP Process
- Discussed ALPR

## PCCD & PCPA

- Pennsylvania Commission on Crime & Delinquency and Pennsylvania Chiefs of Police Association
- Kick-Off Meeting: 4/24/2008
- Providing a high-level gap analysis of the cNET system, PA state-wide RMS

## Standard Functional Specifications for Law Enforcement RMS & CAD

## Standard Functional Specifications for Law Enforcement CAD Version I & RMS Version II

www.leitsc.org




## Standard Functional Specifications for Law Enforcement RMS Version II

- Released on April 29, 2008
- Published on LEITSC Website
- Blast e-mail to full memberships of NSA, IACP, NOBLE, and PERF
- Technical Assistance with PCCD & PCPA using Version II

## Standard Functional Specifications for Law Enforcement RMS Version II

- ✓ **Introduction: Service Oriented Architecture (SOA) and the Justice Reference Architecture (JRA). Software as a Service, privacy and Data Quality**
- ✓ Master Indices
- ✓ Calls for Service
- ✓ Incident Reporting
- ✓ Investigative Case Management
- ✓ Property & Evidence Management
- ✓ Warrant
- ✓ Arrest
- ✓ Booking
- ✓ Juvenile Contact
- ✓ Traffic Accident Reporting
- ✓ Citation
- ✓ Field Contact
- ✓ Pawn
- ✓ Civil Process
- ✓ **Protection Order & Restraints**
- ✓ **Updates to the Protection Order module**
- ✓ Permits & Licenses
- ✓ Equipment & Asset Management
- ✓ Fleet Management
- ✓ Personnel
- ✓ Internal Affairs
- ✓ Analytical Support
- ✓ RMS Reports
- ✓ RMS System Administration
- ✓ RMS Interfaces
- ✓ **N-DEX Interface**
- ✓ **SAR Interface**
- ✓ **Discussion of Statutory Registrations**

## Standard Functional Specifications for Law Enforcement CAD Version I

### Highlights 5 Business Functions for a CAD system

1. **Law Enforcement Dispatch**
2. **CAD System Administration**
3. **Support Services**
4. **Call Management & Management Reporting**
5. **Interfaces (internal and external)**

## Standard Functional Specifications for Law Enforcement CAD Version II

1. Begin work: Q3 2008
2. Update language (GJXDM/NIEM)
3. Update graphics to stay consistent with RMS Specifications
4. Evaluate current modules to see if there is a business need to enhance any features or add new modules, etc.
5. Seeking input from APCO



Information Exchange Package Documents: IEPDs

## CAD & RMS IEPDs

### using NIEM 2.0

1. CAD: Initial CFS Transfer
2. CAD: Query resource availability
3. CAD: Respond to query resource availability
4. CAD: Subscribe to Unit Updates
5. CAD: Unit Updates
6. CAD: Request Resource
7. CAD: Respond to resource request
8. CAD/RMS: CAD to RMS
9. RMS: RMS Summary Response
10. RMS: RMS Query

## Implementation

- Fairfax County (VA)
- Hennepin County (MN)



## User Guide for CAD & RMS

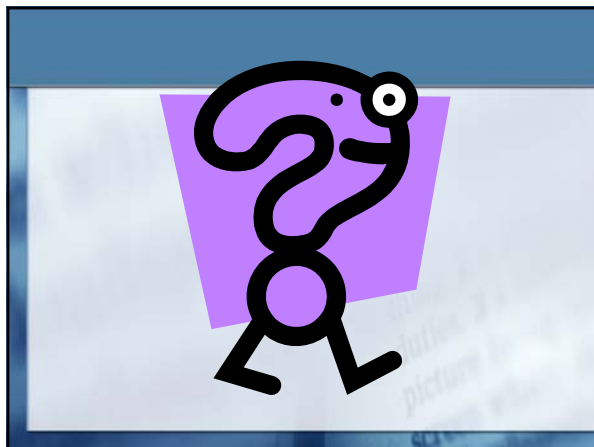
## User Guide for CAD & RMS Specifications

The goal of this project is to aid law enforcement agencies during the procurement process for a CAD & RMS. Essentially, the final product will result in a series of questions that agencies can ask potential vendors about how their system aligns with the Standard Functional Specifications for Law Enforcement CAD Version I and RMS Version II.

- LEITSC User Guide Committee
- Meeting in June 2008
- Awarded Contract to Waterhole Software, Inc
- Projected Completion: September 2008

## Other Issues

- SAR
- ALPR





## Proposal for a National Standard for Sharing Incident and Arrest Data

May 2008

Paul Wormeli  
Executive Director  
IJIS Institute

Bruce Kelling  
Chair,  
IJIS N-DEx Advisory  
Committee  
President IJIS Board



## IJIS Institute Mission

*Joining the resources of industry with the interests of government to improve the systems that provide critical information to the justice and public safety professionals that protect and serve our communities.*



## A snapshot of the IJIS Institute

- IJIS Institute incorporated—May, 2001
- Over 200 companies involved
- 11 member Board of Directors
- Core staff to assist volunteers
- 250 volunteers from industry serving on national committees and working groups
- Over 17,000 volunteer hours logged so far



## Partnership with BJA

### **Advancing Information Sharing Through:**

- Technical Assistance
- Training
- Help Desk
- Standards Development and Implementation
- Managing High Impact Programs
- Input on Issues of National Scope



## IJIS Advisory Committees

- IPSTSC - IJIS Public Safety Technical Standards Committee
- NIBRS/N-DEx Advisory Committee



## Industry Position – April 2006

- The benefits derived from the use of N-DEx by the contributing agencies must be commensurate with the effort necessary to participate
- There must be broad based use of N-DEx from the largest to the smallest agencies – including local, tribal, state and federal agencies
- There must be resources available to assist agencies in building the infrastructure to participate in N-DEx – these resources must include technical support, training and funding
- N-DEx participation must be standards based to preclude the high cost of one-off solutions
- Industry must have current information on the program to be able to assist client agencies in participating in N-DEx



## Background

“Industry welcomes the development of standards to reduce uncertainty and consequent costs in implementing national systems such as N-DEX. We also recognize and acknowledge that national standards must be compatible with state and local needs.”



## Recent Standards Activity

- ❑ GJXDM
- ❑ NIEM
- ❑ IEPD Process
- ❑ LEXS
- ❑ CAD and RMS Standards w/IEPDs
- ❑ N-DEX IEPD
- ❑ SARS IEPD



## Role of States

- ❑ States play a key and critical role in national reporting
- ❑ There are variations in state specific data elements and codes
- ❑ There are variations in state specific controls for retention and release of information
- ❑ There are currently several state-level versions of incident reporting
- ❑ RMS providers support multiple versions of their products to meet state specific requirements



## Consequence of having several state-level versions

- ❑ Serves as a cost multiplier
  - Larger initial cost to implement N-DEX nationwide
  - Higher on-going maintenance costs
- ❑ Creates opportunity for delays and errors in reporting and information sharing
- ❑ Limits RMS options in some states



## N-DEX IEPD

The N-DEX IEPD has been designed with the goal of meeting the needs of local, state and tribal law enforcement agencies. It currently encompasses hundreds of data elements.

Industry firmly believes that the N-DEX IEPD, properly configured, can solve the dilemma of satisfying state needs using a single national standard.



## Industry Recommendation

**“It is therefore recommended that all states (representing their respective local agencies) adopt the N-DEX IEPD as the standard to be followed for in-state as well as national incident reporting.”**



## Benefits of a National Standard

- Less overall cost for initial system retrofit
- Less cost for on-going maintenance
- Faster implementation on a national basis
- Less confusion when sharing information using a common standard
- Fewer errors and delays in sharing information



## A Voice in the Process

There must be a process in place to ensure that state, local and tribal needs are met both initially and as information sharing needs evolve.

**"It is recommended that the FBI provide a mechanism for states (on behalf of local agencies) to review the N-DEx IEPD and submit, via the APB, requests to add data elements particular to their state."**



## The Suggested Process

- States formally submit request to the APB to add data elements to the IEPD
- Once approved by the APB, the FBI would submit the data elements to the justice XML structure task force (XSTF) for inclusion in the justice domain of NIEM



## The End Result

"Adoption of a single standard for all states would save law enforcement agencies in the aggregate many millions of dollars for future system acquisitions and upgrades. Perhaps more importantly, the risk to both agencies and companies would be radically reduced."

