

# Criminal Justice Information Advisory Board Meeting Minutes

## 4-04-13

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Meeting Called by: Commissioner Joe Masters, Department of Public Safety  
Date: April 4, 2013  
Time: 9:00 AM – 12:15 PM  
Location(s): DPS Headquarters, Juneau and Anchorage  
Board Attendees: Commissioner Joe Masters (DPS)  
Commissioner Joe Schmidt (DOC)  
Larry Cohn (Alaska Judicial Council)  
Christine Johnson (Alaska Court System)  
Adam Paulick (DOA)  
David Blaisdell (Department of Law)  
Chief Mark Mew (Anchorage Police Department)  
Carmen Gutierrez (Public Member)  
Other Attendees: Director David Schade (DPS)  
Director Jeff Hoover (DPS)  
Gary Lee (DPS)  
Alden Larrabee (DPS)  
Kathryn Monfreda (DPS)

Topic 1: Criminal Justice Information Advisory Board (CJIAB)  
Presenter: Commissioner Joe Masters

Discussion: This was a general discussion about the statutorily mandated CJIAB, an explanation that the board hadn't convened in quite a while, and that DPS believes that this board is the appropriate mechanism to act in a governance capacity on issues and information sharing initiatives that impact all aspects of the criminal justice community.

Conclusions: Agreed that this Board is the appropriate entity to provide governance on information sharing projects and other issues associated with the agencies on the Board.

Topic 2: AS 12.62 – Criminal Justice Information and Records Checks  
Presenter: Kathryn Monfreda

Discussion: This was a general explanation of AS 12.62, which requires agencies to report specific information to the Criminal History Repository, and creates the CJIAB. The conversation evolved into a discussion of using the Alaska Public Safety Information Network (APSIN) ID as the unique identifier for information exchanges; a brief discussion on the pilot project between DPS and the Division of Juvenile Justice (DJJ) to provide a web service for agencies to use to query APSIN and populate their data bases with APSIN ID.

Topic 3: Annual/Audit Reports  
Presenter: Kathryn Monfreda

Discussion: This was a brief discussion of the annual reports and audit reports that DPS produces relating to information completeness and accuracy. Also discussed, based

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on the reports provided, was the issue of inadequate compliance with fingerprinting requirements for persons charged with a crime.

Conclusion: Add this as a topic to the next CJIAB meeting to discuss more fully; discuss the possibility of reconvening the Fingerprint Working Group

Topic 4: Global Reference Architecture (GRA) and requirements  
Presenter: Mark Perbix, SEARCH

Discussion: Mr. Perbix provided an detailed explanation of GRA and how it may be used to assist criminal justice entities in information sharing initiatives. He stressed that GRA and Service Oriented Architecture (SOA) are not products, but are a suite of resources, standards and technology to aid in information sharing. There was a discussion of how this could work in Alaska, and that if it was used, that the CJIAB would provide the governance for any projects that utilize this architecture.

Conclusion: It may be best to require new systems to comply with the adapter/connector/broker standard, but agencies may have difficulties obtaining resources to apply to legacy systems.

Action Item: Mr. Perbix and Director Schade will put together a presentation for the next meeting that will cover requirements, implications (technical, governance, planning required, etc.), costs and make recommendations for next steps.

Topic 5: MAJIC  
Presenter: Group discussion

Discussion: General discussion of whether MAJIC is 'on board' with the GRA model; yes, they are. Mention that MAJIC is looking for guidance on how to move forward with information sharing initiatives. Consensus of the Board that this Board is the appropriate source of guidance and direction for MAJIC.

Conclusion: Invite a MAJIC member (Helen Sharratt) to each Board meeting to give a brief presentation on MAJIC's activities, and to request any assistance needed.

Topic 6: Next Meeting  
Presenter: Commissioner Masters

Discussion: There was a brief discussion of topics of interest for the next meeting. It was determined that the next meeting should be held in two months, in Anchorage. The following items were requested to be placed on the next meeting agenda:

- Mark Perbix (SEARCH) and Director Schade will prepare a follow up presentation on GRA and Alaska
- Discuss using the APSIN ID project as a starting point for this Board and developing information sharing initiatives
- Discuss fingerprint compliance issues

Meeting adjourned at 12:17 PM