

Kansas Criminal Justice Information System (KCJIS) Committee

February 12th, 2024, 1:30pm – 3:30pm

Virtual Via Teams

Approved

Committee Members in Attendance:

Oehm, Jim, Capt, KHP, Chair – **Present**

Proffitt, Adam, Secretary KS DofA, Co-Chair - **Present**

Scott, Brandy, APCO – **Present**

Whitfield, Jeff, Chief, KACP – **Present**

Norris, Amber, KCDAA – **Present**

Krisena Silva, KADCCA –

O'Brien, Kelly, OJA – **Anne Johnson (Proxy) - Present**

Mitchell, Brandon, Sheriff, KSA – **Present**

Mounts, Melissa, DOC – **Present**

Mattox, Nicole, KBI – **Present**

Others in Attendance: Shelly Bartron/DofA; Don Cathey, LT Kenny Woods/KHP; Erin McGinnis/OITS; Joe Mandala/KBI; Anne Johnson/OJA; Stephen Clark/WPD.

KCJIS Committee Call to Order:

The meeting was called to order by Chair Capt Oehm

Quorum Verified.

Guest(s):

Motion to approve November Meeting Minutes. Motion to approve Sheriff Mitchell, Seconded by Chief Whitfield, Motion unanimously approved.

Business

Chair Report:

Capt Jim Oehm – NTR

Treasury Report:

Brandy Scott – (Handout) - Motion to approve November Treasury report from Treasurer.

Motion to approve Nicole Mattox, Seconded by Melissa Mounts. Motion unanimously approved.

Directors Report

David Marshall – (Handouts) –

Director’s Report – Quarterly Update

Draft agenda for the conference, Conference attendance and next meeting will be in-person at the Conference in May.

KBI Line Fund Update

Joe Mandala – (Handout)

The KCJIS Line Fund supports the circuits and infrastructure for connections to the Kansas Criminal Justice Information System (KCJIS). These circuits must be made available by statute, and are provided within each county of the State. Receipts into this fund are provided by a percentage of district court fines. Expenses are currently paid to the Office of Information Technology Services (OITS) for the provisioning of the circuits across the state.

Fiscal 2024 average monthly revenue through December has been at \$47.9K per month, and expenditures are averaging (\$40.3K) per month. Non-circuit expenses in the fund are budgeted at \$537.1K for FY25. A small adjustment of \$1.8K was made for expenditures previously incorrectly drawn from the fund. With a beginning balance of \$1,085.9K and a current estimated annual accrual of \$(355.1K) this would leave us with a current fiscal year balance of \$730.9K. Initial revenue projections per month were \$53.4K. However, there was a significant decrease in revenue received in October (at only \$4.3K), and December was also under projections; all other months were well above projections. October’s sudden decline was likely due to a cessation of court activity in that month in response to the cybersecurity incident affecting related systems. Adjusted projected revenue for the remainder of FY24 will be at an overall average of \$56.0K per month.

Expenditures were projected to be (\$41.1K) monthly. These have come in slightly lower than expected, and are projected now to average (\$40.6K) monthly over the year.

Non-circuit expenditures from the fund budgeted at approximately \$537.1K in the current fiscal year will be utilized for maintenance on the KCJIS Central Message Switch and Maintenance/Licensing costs for Security Infrastructure.

Current projections show an annual revenue over expenditures of \$182K for the year outside of noncircuit expenses.

No counties have discontinued the use of state circuits in FY24. Currently there are 16 counties that had previously discontinued the use of these circuits (89 counties retain state maintained KCJIS circuits).

In accordance with the affirmation of the Committee, KBI will continue to pursue utilization of these funds in defraying some of the cost currently assumed by KBI for infrastructure necessary for the operation of the circuits and KCJIS. This may include the maintenance or replacement of the central message switch, other messaging systems, security and networking infrastructure, or other related costs. The project for replacement of the KCJIS Central Message Switch is currently an enhancement request before the legislature for consideration.

KBI Update

Nicole Mattox -

ABIS – Go live was January 25th, that did not happen. Communication plan was sent out on January 19th. Cut over activity is scheduled for March 3rd. We will send out another communication plan near that date.

Legacy LiveScan Machines – All machines will be supported but a discussion will need to happen to support older machines. April meeting is proposed for discussion with partners. Has the committee develop stock language in any IT agreements within state contracts that vendors must abide by? I believe in-maintenance agreements maybe of interest. Don Cathey – one option would be to reach out to Kelly Johnson at DofA to assist in this question.

KIBRS – still moving along with the project. Major milestone, the system can now accept the standard Kansas offense report. Currently testing it to see if any bugs exist. Working on the paper layout and what is publicly releasable information. Next major software release is scheduled for 4th Qtr or 2025. Joe Mandala – there was discussion about the promulgation of standards and practices.

Subcommittee Report:

Policy Sub-Committee – Capt Oehm/Don Cathey – (Handout)

Back on Jan 10th there was a Policy Sub-Committee meeting. Don put forth to the committee to accept the FBI CJIS Security Policy when released by the FBI as our audit source. KHP would then develop a template procedures manual and local agencies would then write their own procedures on how they perform personnel screenings, CAD/RMS, validating user accounts etc. Motion – submitted by Don Cathey, KHP and read by Nicole Mattox, “To accept the FBI CJIS Security Policy when distributed as the baseline security policy for KCJIS”. Motion to approve Nicole Mattox, Seconded by Chief Whitfield, Motion unanimously approved.

Committee Member Updates:

Nothing to Report

The next KCJIS Committee meeting will be May (In-person at the Conference).