



State of Connecticut

Criminal Justice Information System (CJIS-CT) Governing Board

55 Farmington Avenue, Hartford, CT 06105
Phone: (860) 622-2000 | Email: CJIS.HelpDesk@ct.gov
<https://portal.ct.gov/CJIS>



Meeting Minutes

CJIS-CT Governing Board Meeting

Date: April 24, 2025

Time: 1:30 PM – 3:00 PM

Location: Kevin T. Kane Training Center, 300 Corporate Place, Rocky Hill, CT

Attendees

Governing Board Members/Designees

1. **Judge Patrick Carroll** – Co-Chair, Former Chief Court Administrator, Judicial Branch
2. **Daniel Karpowitz** – Co-Chair, OPM Undersecretary for Criminal Justice Policy and Planning Unit
3. **Mark Raymond** – Chief Information Officer, Department of Administrative Services (DAS)
4. **Patrick Griffin, Esq.** – Chief State's Attorney, Office of the Chief State's Attorney, Division of Criminal Justice (DCJ)
5. **Jennifer Zaccagnini** – Chairperson, Board of Pardons and Paroles
6. **Joe Garibaldi** – Executive Director, Board of Pardons and Paroles
7. **Rep. Renee LaMark Muir** – 36th District, Designee for Rep. Steven Stafstrom
8. **Ken Barone** – IMRP, Designee for Sen. Gary Winfield
9. **Chief Don Melanson** – Chief, Windsor PD and CPCA Representative
10. **Matthew Galante** – CVSD Chief, Department of Motor Vehicles (DMV)

In-Person Attendees

11. **Jim McGennis** – Executive Director, CJIS-CT
12. **Captain Josh Pattberg** – CSP
13. **Chief Robert Davis** – Waterbury PD
14. **Officer Kevin LaPrade** – Waterbury PD
15. **Sergeant John Iommazzo** –, Waterbury PD
16. **Ralph Dagostine** – Deputy Director, Criminal Matters Unit, Superior Court Operations
17. **Karen Sandler** – Operations Manager, Judicial Branch
18. **Diana Varese** – IT, Judicial Branch
19. **Chris Lovell** – Senior Project Manager, CJIS-CT
20. **Sean Bucher** – Senior Project Manager, CJIS-CT
21. **Pradeep Ankaraju** – Representative, DESPP
22. **Sridhar Brahma** – Security Governance Analyst, CJIS-CT
23. **Hank Lindgren** – Training Liaison, CJIS-CT
24. **Tamika Potts** – Tech. Writer/Communications Specialist, CJIS-CT
25. **Derek Poundstone** – Training Coordinator, CJIS-CT
26. **Evan Martucci** – Business Analyst, CJIS-CT
27. **Naveen Prathikantam** – IT Director, DCJ
28. **Michael Mascari** – Chief Data Officer, DESPP Mashantucket Pequot Tribal Nation

29. **Lisa D'Angelo** – Executive Assistant, Office of the Chief State's Attorney
30. **Mark Tezaris**

Online Attendees

1. **Versie Jones** – DESPP
2. **Sazara Johnson** – CJIS-CT
3. **Kelly O'Connell** – CVSD
4. **Tanya Stauffer** – Vendor, Innova Solutions
5. **Frank DiMatteo** – Office of Chief Public Defender
6. **Dane Silcox** – DESPP CJIS-CT Help Desk Manager
7. **Christopher Duryea** – Judicial Branch
8. **Erika Olsen** – OPM
9. **Tammi Harris** – CJIS-CT

1. Welcome and Call to Order

- **Presenter:** Judge Patrick Carroll and Undersecretary Daniel Karpowitz
 - Judge Carroll called the meeting to order at 1:32 PM, welcomed attendees, and thanked Chief State's Attorney Patrick Griffin for allowing the meeting to be held in the Kevin T. Kane Training Center.
 - The sign-in sheet was distributed, and attendees introduced themselves.
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2. Approval of Minutes

- **Presenter:** Judge Patrick Carroll
 - The minutes of the January 23, 2025, meeting was reviewed and was unanimously approved.
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3. CJIS-CT Business

a. Introduction of New Board Members Designees

- **Presenter:** James McGennis
- McGennis introduced Representative Renee LaMark Muir, designee of Representative Stafstrom, who represents the 36th District and previously collaborated with the legislature on the development of CJIS-CT. He also introduced Ken Barone, Project Manager at IMRP and designee of Senator Winfield, who has worked with CJIS-CT on multiple projects. Each new member designee said a few words of introduction and background to the board.

b. Guest Speaker: *Topic-IMRP Research Leveraging CISS*

- **Presenter:** Ken Barone – Associate Director, IMRP

- Barone presented 12-year success of traffic stop data integration and shared the following:
 - Key Challenges: Data standardization, municipal cost containment, vendor cooperation.
 - Impact: Over 5M stops analyzed; use-of-force data integration underway.
 - Future data projects proposed such as:
 - Hate crime incident reporting modernization.
 - Data collection on violations related to the state's mental health transport and concealed carry laws.
 - Trust Act compliance tracking and reporting.
 - A long-term goal to build a universal police reporting portal for all 13 state-mandated reports—providing deadlines, formats, submission statuses, and contact information for inquiries.
 - Vision: streamline law enforcement administrative burden while improving statewide data consistency and policymaking utility.

c. Guest Speaker: CISS Digital Workflow *From Legacy to Digital*: Lessons Learned – Waterbury Police Department

- **Presenter:** Deputy Chief Robert Davis, Sergeant John Iommazzo, and Officer Kevin LaPrade
- The guest speakers were introduced by CISS Curriculum Manager Derek Poundstone.
- Waterbury Police Department (PD) presented a detailed case study of their transition to the CISS Digital Workflow system. Deputy Chief Rob Davis, Sergeant Ilido Santos, and Officer Kevin Leprade described the department's previous reliance on paper-based processes, noting their legacy structure and the complexity of handling a high arrest volume—approximately 100 arrests weekly. They implemented a phased rollout beginning in January and officially went live in March. Within the first month of implementation, they achieved an 85% digital workflow success rate.
- Chief Davis and his command staff noted keys to their success such as strong leadership, early engagement of Records Division, and court communication.
- Additionally, Chief Davis highlighted over 60 new trained officers and adjusted booking desk staffing to support the change.
- Noted benefits such as reduced paperwork, improved transparency, and streamlined court submissions.
- Implemented creative solutions like outward-facing monitors for form signing due to lack of signature pads.
- Suggested statewide standardized digital forms to improve consistency.
- Offered to mentor larger departments (e.g., Bridgeport, Hartford) during their future transitions.
- Judge Carroll noted that 'cop to cop' feedback on positive attributes of the system is a powerful testimonial.

d. Update on Axon Statewide Contract Initiative

- **Presenter:** Mark Tezaris

- Tezaris reported progress on a NASPO ValuePoint contract with Axon, aimed at reducing the cost of services for Connecticut municipalities. The contract is pending review by the Attorney General's office and is expected to be finalized within a few months.

e. Full Board Vote on CJIS-CT Security Policy Update

- **Presenter:** Mark Tezaris and Sridhar Brahma
 - The new policy aligns with FBI CJIS Security Policy v6.0.
 - Approval motion passed, pending judicial branch review.
 - Next step is to schedule annual audit with BITS and Third-Party Vendor
 - **Action Item:** Follow-up with Judicial to review the security policy for a final vote and approval.
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4. CJIS-CT Projects – Status Updates

a. CISS Workflow and Collaboration

- **Presenter:** Chris Lovell and Sean Bucher
- Chris Lovell reported a total of 31 police departments sending in electronic arrest packages.
- Noted that bond-related defects had decreased significantly because of recent process improvements.
- Sean Bucher provided an update on CSP Workflow deployment noting the rollout remained on hold pending the next fiscal year's budget, due to equipment and staffing needs as a dependency.
- Lovell noted that collaboration with municipal departments is strong

b. CISS Search Training and Connectivity

- **Presenter:** Derek Poundstone
- Reported over 1,100 new users were onboarded to the CISS Search system, with integration of Public Defenders and CSSD staff in progress.
- In response to an inquiry from Barone, it was noted that the system currently supports 5,000–6,000 searches per month, a number expected to grow as additional users come online. Full statistics is included in the appendix distributed to the board
- Judge Carroll inquired about DEEP ENCON's status; Poundstone confirmed training was complete, but onboarding was pending MOU approval by the agency's commissioner.
- Representative LaMark Muir emphasized that while agencies collect data, it is owned by the state. Raymond added that MOUs are essential for formalizing data-sharing, particularly with federally sourced information. Both noted the process can be burdensome and called for greater statutory clarity to improve efficiency and compliance.

c. Digital Evidence Study

- **Presenter:** Sean Bucher
- Discussed findings from the study, with a recommended solution being the use of Azure ‘BLOB’ (binary large digital object) storage for digital evidence due to its low cost and efficient transfer capabilities. This approach was projected to result in significant cost savings.

d. Research and Analytics

- **Presenter:** Mark Tezaris
- Noted that development was underway on a centralized, de-identified research database powered by Microsoft Power BI. Future integration of artificial intelligence tools was also being considered.

e. CISS Risks and Issues

- **Presenter:** Mark Tezaris
- Reported Funding for FY25 had been secured but was still pending final allocation. Commitments for FY26 were positive, although allocations had not yet been finalized.

5. Closing Remarks and Adjournment (*Judge Patrick Carroll & Undersecretary Daniel Karpowitz*)

- **Presenters:** Judge Patrick Carroll and Undersecretary Daniel Karpowitz
- Judge Carroll thanked attendees and commended Waterbury Police Department for its leadership and successful implementation of the CISS Digital Workflow. CJIS-CT staff and leadership were praised for their continued commitment and strong execution.

Meeting adjourned at 2:58 PM.

Next Meeting: Thursday, July 24th, at 1:30 PM at the Kevin T. Kane Training Center (300 Corporate Pl. Rocky Hill, CT)

Action Items & Follow-Ups

#	Task	Responsible Person(s)	Deadline
1.	Finalize Judicial Review of Security Policy	Judicial Branch, in coordination with CJIS-CT leadership (Judicial: Diana Varese, CJIS-CT: Sridhar Brahma)	May 09, 2025
2.	Complete MOU for DEEP ENCON Onboarding	DEEP Commissioner’s Office and CJIS	TBD
3.	Digital Evidence – BLOB Storage Pilot Plan	Sean Bucher and CJIS-CT Dev Team	TBD

Prepared by: Tamika Potts, CJIS-CT Technical Writer/Communications Specialist