

Global Justice Information Sharing Initiative
Security Working Group
Meeting Summary
San Diego, California
April 17, 2003

Meeting Background and Purpose

The Bureau of Justice Assistance (BJA), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), convened the Global Justice Information Sharing Initiative (Global) Security Working Group (GSWG) meeting, April 17, 2003, in San Diego, California. The GSWG was convened for the purpose of developing the security document titled, "Applying Security Practices to Justice Information Sharing." Mr. Steve E. Correll, GSWG Chair and Executive Director of the National Law Enforcement Telecommunication System (NLETS), chaired the meeting and set forth the following agenda and key discussion points:

- ❑ Deliverables
 - Which assignments are missing?
 - What are the revised due dates based on meeting the timelines for the Global Advisory Committee (GAC) meeting in October 7-8, 2003?
- ❑ Discussion on the justice information sharing models
 - What is missing?
 - What is needed?
 - What can be deleted?
- ❑ Develop outreach plan
- ❑ Resolve maintenance issue
- ❑ Direction of the Web Services Security Task Force

Convening and Introductory Remarks

Mr. Correll convened the GSWG. He welcomed the participants to San Diego, California, and then informed them about recent updates on Global activities. The following individuals were in attendance:

Mr. Bob Brinson
*North Carolina Department
of Corrections
Raleigh, North Carolina*

Mr. Fred Cotton
*SEARCH, The National Consortium
for Justice Information and Statistics
Sacramento, California*

Mr. Steven E. Correll
*National Law Enforcement
Telecommunication System
Phoenix, Arizona*

Mr. Ken Gill
*Bureau of Justice Assistance
Washington, DC*

Mr. Philippe Guiot
*American Association of Motor
Vehicle Administrators
Arlington, Virginia*

Alan Harbitter, Ph.D.
*PEC Solutions, Inc.
Fairfax, Virginia*

Mr. Joe Hindman
*Scottsdale Police Department
Scottsdale, Arizona*

Mr. Clay Jester
*Institute for Intergovernmental Research
Tallahassee, Florida*

Mr. John Loverude
*Joint Task Force on Rap Sheet
Standardization
Springfield, Illinois*

Mr. George March
*Office of Information Technology
Regional Information Sharing Systems
Thorndale, Pennsylvania*

Ms. Lora Mellies
*Missouri Office of the State Courts
Administrator
Jefferson City, Missouri*

Mr. Charles Pruitt
*Arkansas Crime Information Center
Little Rock, Arkansas*

Ms. Donna Rinehart
*Institute for Intergovernmental Research
Tallahassee, Florida*

Ms. Pam Scalon
*Automated Regional Justice
Information System
San Diego, California*

Ms. Monique Schmidt
*Institute for Intergovernmental Research
Tallahassee, Florida*

Justice Information Sharing Models

The four information sharing models are the Joint Task Force, Peer Group, Centralized Information Repository, and Justice Interconnection Services Network models. Of the four models, GSWG members discussed in detail the Joint Task Force model for information sharing. Based on their discussions, participants agreed to a more in-depth study of the Joint Task Force model because it is commonly found within the justice community. The remaining models were discussed in the context of the security domains. The authors reviewed their assignments, seeking feedback from the Working Group.

The GSWG decided that the new volume illustrating the information sharing models should be integrated into the original work with an index that provides an easy to use reference for the models. The new volume includes the implementation models, definitions, general best practices, and at least two case studies representative of each model. Definitions and examples of the models are listed below.

1. Joint Task Force (JTF) Model—The JTF is characterized by the unique type of organizational structure because the participants are often assembled ad hoc to combat a common threat. The security practices are often constructed independently from the member organizations.

- Criminal Information Sharing Alliance¹—Mr. Ken Gill
 - Sacramento Valley High-Tech Crime Force—Mr. Fred Cotton
 - Automated Regional Justice Information Systems—Ms. Pam Scanlon
2. Peer Group (PG) Model—The PG Model represents a broad category of justice information sharing in which two or more independent organizations work together to provide each other information access and use.
 - COPLINK—Mr. Joe Hindman
 - State of Wisconsin Integrated Justice Information Sharing—Mr. Alan Harbitter
 3. Centralized Information Repository (CIR) Model—The CIR Model consists of large information storage with various justice organizations that connect to the data through public or private networks.
 - Federal Bureau of Investigation, Criminal Justice Information Services (CJIS)/National Crime Information Center (NCIC)—Mr. Charlie Pruitt
 - Kansas Bureau of Investigations—Mr. Fred Cotton
 4. Justice Interconnection Services Network (JISN) Model—The JISN Model is comprised of a number of related justice information sources (i.e., databases) that are generally scattered across a geographic region. The network owners provide a way to interconnect these sources and make them available to subscribing justice organizations.
 - National Law Enforcement Telecommunication System (NLETS)—Mr. Steve Correll
 - American Association for Motor Vehicle Administrators (AAMVA)—Mr. Philippe Guiot
 - Regional Information Sharing Systems (RISS)—Mr. Clay Jester

The authors were instructed to include descriptive paragraphs about the information sharing systems and best security practices. Each author is responsible for reviewing the four models and then identifying the security practices in relationship to the security disciplines for each of the models. This information should not be repetitive of the original domains, but must be tailored to each of the models. The assignments were as follows:

1. Change Management—Mr. Bob Brinson
2. Critical Incident Response—Mr. Fred Cotton
3. Data Classification, Privacy, Confidentiality, and Disaster Recovery—Ms. Lora Mellies

¹ As of March 13, 2003, the Southwest Border States Anti-Drug Information System (SWBSADIS) has changed its name to Criminal Information Sharing Alliance (CISA).

4. Data Integrity and Intrusion Detection System (IDS) — Mr. Joe Hindman
5. Firewalls, VPNs, and other Network Safeguards—Mr. Clay Jester
6. Governance—Mr. Bob Brinson
7. Identification, Authentication, Authorization, and Access Control—Mr. Alan Harbitter
8. Personnel Security Screening—Mr. Steve Correll
9. Physical Security—Mr. Randy Doucet
10. Security Auditing—Mr. Phillippe Guiot
11. Separation of Duties—Mr. John Loverude

Outreach Plan

The GSWG developed the following outreach plan, which will consist of a targeted and educational security awareness program geared towards the GAC members and their respective organizations. The marketing materials and media will consist of the following products and distribution process:

Marketing Materials

- ❑ Two-sided information brochure (size 6 ½ x 9 ½)
- ❑ Tri-fold brochure
- ❑ Highlight in Web site news section
- ❑ News article
- ❑ Quotes from key practitioners regarding the value of information technology security to increase awareness
- ❑ Theme development
- ❑ Feedback forum for the Web site

Multimedia

- ❑ Interactive CD-ROM
- ❑ Web site (www.it.ojp.gov)
- ❑ pdf files that can be downloaded
- ❑ Hard copy book
- ❑ Video/Voice Clip

Distribution to Global practitioners and their respective memberships

- ❑ Develop a Global template letter or memo to go out from the association directors to their respective association members. Template should recognize the value and availability of our security document. This task was assigned to Mr. Correll.
- ❑ Develop a PowerPoint presentation for GSWG to market at various justice and public safety conferences and meetings.
- ❑ Work with Mr. Gerry Wethington to coordinate the possible incorporation of GSWG documentation with the NASCIO Enterprise Architecture Development Tool-Kit v2.0².

² Available at <https://www.nascio.org/publications/index.cfm>

Web Services Security

In order to collaborate with other Global Working Groups and to increase awareness of current and future security topics, the GSWG has agreed to form new task teams under the umbrella of the GSWG, on a priority basis. The objective is to research and provide issue papers on topics that will benefit the justice and public safety communities. These task teams will consist of subject matter experts, industry representatives, and justice practitioners. The first task team formed by Chairman Correll is the Global Web Services Security Task Force (GWSSTF). This team will outline Web Services Security at their initial meeting to be held in Washington, DC, on April 30, 2003. The team consists of the following membership:

- ❑ Mr. John Aerts, Los Angeles County Sheriff's Department
- ❑ Mr. Fred Cotton (*GWSSTF Chairman*), SEARCH, The National Consortium for Justice Information and Statistics
- ❑ Mr. Ken Gill, BJA
- ❑ Mr. Alan Harbitter, PEC Solutions, Inc.
- ❑ Mr. Jim Jolley, SEARCH
- ❑ Mr. Jim Pritchett, Southwest Alabama Integrated Criminal Justice System
- ❑ Mr. Bob Slaski, Advanced Technology Solutions, Inc.

Key Decisions and Action Items

Issue One: Joint Task Force Model White Paper

Status: Mr. Correll will identify a small group to work on the Joint Task Force white paper and to outline the issues during a series of conference calls.

Issue Two: Maintenance Plan

Status: Mr. Correll will submit a recommendation to Global Executive Steering Committee and the GAC that the GSWG maintain responsibility of the maintenance of the documentation for one year. The GSWG will convene to resolve maintenance issues, as needed. Most minor maintenance issues will be handled through e-mail and conference calls.

Issue Three: Outreach Plan

Status: The GSWG will develop a multimedia CD-ROM for distribution to the GAC. Mr. Correll will draft an introduction letter to be distributed with this CD-ROM. In addition, the GSWG will create a listing of justice conferences and association meetings for the purpose of distributing the security materials.

Issue Four: Systems Security Compatibility Task Force

Status: The Institute for Intergovernmental Research (IIR) to discuss with the program office about convening a group to review the various security issues/levels with the key interests, NLETS, LEO, RISS, etc. The GAC Chair, Mel Carraway, is authorized to make a recommendation to form this task force on behalf of Global. The mission is to establish security priorities, policies, and guidelines to achieve system-wide compatibility for justice and public safety information sharing without compromising security.

Issue Five: Production of the security documentation

Status: GSWG will submit assignments to IIR by May 15, 2003, for final editing and publishing to HTML, pdf, and Word formats. The completion of the security documentation is anticipated to be completed for the July meeting.

Conclusion

GSWG members have focused on the production of a useful security framework that will serve a strong educational purpose, as well as provide a basis for improving security practices. This document will clarify practical issues concerning the secure sharing of justice information, and it continues to evolve into a better product with the contributions, direction, and expertise of GSWG members. The next meeting will be held in Denver, Colorado, July 10-11, 2003, in conjunction with the Global Infrastructure/Standards Working Group. The purpose of the meeting will be the completion and approval of the security documentation for the Web Services Security Task Force. Once assignments were delegated, with no further business before the GSWG, the meeting was adjourned.

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