



Global Justice Information Sharing Initiative Advisory Committee (GAC) Biannual Meeting: Fall 2008



Gaylord National Convention Center
201 Waterfront Street
National Harbor, MD ♦ (301) 965-2000

October 23, 2008
Summary

Introduction

Operating under the guidance and support of the Bureau of Justice Assistance (BJA), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ or “Department”), the Global Justice Information Sharing Initiative (Global or “Initiative”) Advisory Committee (GAC or “Committee”) held its fall 2008 meeting on October 23. The GAC is a Federal Advisory Committee to the highest-ranking justice officer in the nation—the U.S. Attorney General (AG)—on justice-related information sharing issues.

The event took place at the Gaylord National Convention Center in National Harbor, Maryland. The meeting was called to order at 8:30 a.m. by GAC Chairman Robert Boehmer, Global member representing the National Criminal Justice Association (NCJA). Mr. Carl Wicklund, GAC member representing the American Probation and Parole Association (APPA), presided as Committee Vice Chair.

The GAC meets twice a year, in the spring and fall, in the Washington, DC, area. These events are open to the public and announced in the *Federal Register*, located at <http://www.gpoaccess.gov/fr/index.html>. Interested justice colleagues and members of the public are welcome to attend.

The day’s program¹ contained the following items, recommendations, and action items. In the interest of document structure and report comprehensibility, the order of events described herein does not necessarily mirror the agenda. However, the *content* is reflective of meeting activities and resolutions. Supporting materials, including PowerPoint presentations, are located at <http://it.ojp.gov/global>.

¹ Please see *Attachment A* for a copy of the agenda.

Attendees

Chairman Boehmer invited GAC representatives and proxies to introduce themselves, extending a particular welcome to new members and proxies.²

Welcoming Remarks and Federal Officials' Comments

Chairman Boehmer welcomed attendees and relayed the good news that in spite of the difficult economic climate, the Global Initiative has secured funding through next fall. Special thanks were given to Working Group Chairs for consistently delivering quality Global recommendations and resources—underscoring the Initiative's value to practitioners and executives across the justice landscape—and to key personnel for their support: The Honorable Mark Filip, Deputy Attorney General (DAG) of the United States; Mr. Graham Gerst, Senior Counsel to the DAG; DOJ Chief Information Officer (CIO) Van Hitch; Mr. Paul Garrett, DOJ Office of the CIO; Global Designated Official (DFO) Patrick McCreary; and The Honorable Domingo S. Herraiz, Director, BJA. The imminence of a new administration will likely result in changes in DOJ appointments, and GAC members took the opportunity to commend Director Herraiz for his leadership and strong advocacy of the Global Initiative for the past five years.

Director Herraiz thanked attendees for their ongoing dedication to the tenets and efforts of Global and noted that while it is encouraging to see continued commitment to the Initiative by Department leaders, “what’s more exciting is that Global is *embedded*, so even though (political appointees) will be leaving, the career service [personnel that have been involved with the Initiative] will be staying. That component continues to be strengthened.” He stated that while Global historical knowledge vis-à-vis a stable roster of personnel is ensured, it is critical from the financial standpoint to secure consistent *funding* for the Initiative through a budget line item or special set-aside in the 2011 budget. Factors such as shrinking deobligated resources and increased Congressionally mandated recisions contribute to the imperative of this endeavor. (To that end, the GAC voted on an updated *Global Resolution*, highlighted later in this report, which includes a call for institutionalized funding.) The GAC needs to pursue support for three distinct components of the Initiative: 1) administrative/daily operating costs; 2) complex technological endeavors (requiring substantial contributions from organizations like the Georgia Tech Research Institute); and 3) pilot projects. Director Herraiz concluded by lauding the federal partnerships that have developed under Global efforts, such as the collaboration between DOJ, the U.S. Department of Homeland Security (DHS), and the Office of the Director of National Intelligence (ODNI).

² Please see *Attachment B* for a roster of GAC members and proxies in attendance at the October 23, 2008, event.

David Hagy, Ph.D., Director of the National Institute of Justice (NIJ) began his remarks by stating, “When I came to NIJ, I also advocated for Global, and . . . support the need for line item.” Dr. Hagy outlined structural refinements at NIJ, which has two operating offices: the Office of Research and Evaluation and the Office of Science and Technology.

- The Office of Research and Evaluation develops, conducts, directs, and supervises research and evaluation activities across a wide variety of issues.
- The Office of Science and Technology manages technology research and development, development of technical standards, testing, forensic sciences capacity building, and technology assistance to state and local law enforcement and corrections agencies.

Dr. Hagy stressed that a top NIJ priority is better integration and coordination of efforts between the two offices. He also spoke about several key NIJ studies, including a national survey being conducted by David Carter, Ph.D., Michigan State University, to determine law enforcement-related information sharing obstacles and best practices.

CIO Hitch updated attendees on DOJ information sharing activities, including the Law Enforcement Information Sharing Program³ (LEISP or “Program”), the department’s umbrella effort to enable accurate and timely sharing of law enforcement information across jurisdictional boundaries, enhancing America’s ability to deter and prosecute criminal activities and terrorism. The LEISP vision is for a future where law enforcement will be able to:

- Access all shareable DOJ information as the standard operating procedure through a department-wide integrated technology architecture;
- Utilize new capabilities to search, analyze, and exchange information across the entire law enforcement community;
- Efficiently transform information into knowledge; and
- Easily share information within the entire law enforcement community as a result of common standards, processes, and practices.

Complementing the goals and tenets of the Global Initiative, key elements of the LEISP are:

³ For more on the LEISP, please see <http://www.usdoj.gov/jmd/ocio/leisp/>.

- Ensuring DOJ information sharing efforts support the needs of nationwide law enforcement;
- Protecting the legal rights/civil liberties of all Americans;
- Leveraging existing information sharing efforts; and
- Promoting the concept of “OneDOJ”—presenting a single face to our information sharing partners by enabling components’ information to be presented in a uniform and consistent manner through the use of common tools, systems, and other sharing mechanisms.

CIO Hitch also announced that on September 15, 2008, Ms. Donna Roy, DHS, was appointed Acting Executive Director of the National Information Exchange Model (NIEM). Mr. Justin Murphy, DOJ, will serve as Acting Deputy Director. NIEM has a proud history of exemplifying the Global principle of strength through partnership—the ideal that the sum is greater than the parts. From inception, the NIEM program has been a joint DOJ and DHS effort. DHS has recently demonstrated exceptionally strong leadership and provided critical funding support for NIEM. This is particularly important, since during the past 12 months, NIEM has experienced significant growth as an adopted standard in areas beyond the justice and public safety communities. This is key to a collective national effort to share data consistent with the President’s *National Strategy for Information Sharing* and the 9/11 Commission Act.

Other federal updates were provided by the following:

- Ms. Roy outlined the ongoing evolution of NIEM, particularly the importance of “growing the product *strategically*,” to bring enhanced, reciprocal business value-adds via connecting the justice community with domains such as emergency management.
- Colonel Bart Johnson, Director for Homeland Security and Law Enforcement, ODNI, discussed recent activities at his agency. Regarding the hot-topic issue of funding and ensuring ongoing support, Colonel Johnson noted that, in the tightening economy, justice groups need to *show value* to have the best chance of securing sustainment monies.

Global Business

The spring 2008 GAC meeting minutes (summarizing the April 10 event) were proffered for Committee approval. The document was distributed in advance for review and comment; this GAC summary approval process is a standing procedure at biannual Global meetings.

- **Voting particulars:** Chief Harlin McEwen, GAC member representing the International Association of Chiefs of Police (IACP), moved to approve the summary without revision; Judge David Stucki, GAC member representing the National Council of Juvenile and Family Court Judges, seconded. A vote was called, and the motion carried unanimously.
- **Additional notes:** The summary and associated presentation materials are located at <http://www.it.ojp.gov/default.aspx?area=globalJustice&page=1225>.

Membership Roundtable

As a standing agency item, GAC members were encouraged to share justice information sharing-related activities taking place in their constituencies. During this discussion, Mr. Cabell Cropper, NCJA Executive Director, highlighted efforts of the Justice Information Sharing Practitioners (JISP) network (JISPnet), a collective of state and local justice information sharing practitioners interested in best practices, standards, and resources for solving the issues of information sharing within criminal and juvenile justice at local, state, and national levels. GAC representatives and observers not already members of JISP were encouraged to enroll; membership is free, and benefits include access to:

- **Forums:** The purpose of the JISPnet Forums is for state and local justice “integrators” to share thoughts, ideas, and resources on the subject of justice information sharing. Further, the JISPnet Forums is the real-time communication device for the development community in Integrated Criminal Justice Information Systems (ICJIS), where the core membership can leverage concepts, ideas, deliverables, and other useful information on a day-to-day basis.
- **Policies and Standards:** JISPnet has raised the importance of state and local justice integrators participating in many levels of policy and standards bodies through the U.S. Justice system. The voice of the local “practitioner” must be heard in these forums, and the emerging implications of national or federal standards and policies articulated and vetted by our community. JISPnet members are kept apprised and are requested to give feedback on these important issues.
- **National and Regional Conferences:** JISPnet members and board of directors are actively involved in the many aspects of the criminal justice community. Information about upcoming events, participation, and interaction is available through the JISPnet Web site. JISPnet attempts to have member representation present at all major criminal

- justice forums and committees and will seek input and feedback into these forums through its membership. Join, participate, and be heard!
- **Newsletter:** The JISPnet quarterly newsletter, *The Beacon for Justice*, is delivered to all JISPnet members on a quarterly basis. Articles featuring emerging standards and featuring local and regional integration projects are included, along with a calendar of upcoming events in the CJIS community.
 - **Members-Only Web Site:** Much of the Web content at this site is found in the Members-Only pages. Reports, articles, files, archives, membership directories and calendars, Web discussion forums, and more are all available to approved JISPnet members through this site.

Parties interested in learning more about JISP or wishing to enroll should contact Ms. Tammy Woodhams, NCJA Senior Staff Associate and Global Outreach Working Group Member, at (202) 628-8550 or twoodhams@ncja.org.

Global Working Group Reports

During this standard Committee agenda item, Chairs of the five issue-focused Global Working Groups provided updates on recent activities, distributed deliverables for review and comment, and requested formal GAC recommendations on proposals and/or materials for delivery to the U.S. AG. Presentations were delivered by:

- Thomas Clarke, Ph.D., Global Infrastructure/Standards Working Group (GISWG) Chair;
- Mr. John Ruegg, Global Security Working Group (GSWG) Chair;
- Mr. Ronald Hawley, Global Outreach Working Group (Outreach) Chair;
- Mr. Carl Wicklund, Global Privacy and Information Quality Working Group (GPIQWG) Chair; and
- Mr. Russell Porter, Global Intelligence Working Group (GIWG) and Criminal Intelligence Coordinating Council (CICC) Chair.

To review the topics discussed, please see *Attachment C* for the Working Group Briefing Sheets. Specific Working Group recommendations voted on by GAC members during this meeting are included in the “Global Recommendations” portion of this summary.

Special Presentations

The fall 2008 GAC meeting featured presentations and guest speakers as follows:

- The “Voices from the Field: Panel Presentation on Corrections/Law Enforcement Data Exchange Activities” examined the mutually beneficial relationship between corrections (including probation and parole) and law enforcement communities involved in information sharing. Specific topics included:
 - BJA-supported efforts in this arena, including background and progress-to-date accomplished by key partners—APPA, the Association of State Correctional Administrators (ASCA), and the IACP.
 - Newly-released IACP CD/resource highlighting the value-add these relationships and exchanges can bring to both sides in improving daily business functions.
 - Real-world implementation of this reciprocal data exchange partnership (including a discussion of benefits, lessons learned, and future plans) under way in New York City.

Panelists for this presentation were as follows:

- Mr. Carl Wicklund, panel facilitator
 - Mr. Robert May II, Associate Director, ASCA
 - Mr. Vincent Talucci, Director, Division of State and Provincial Police, IACP
 - Mr. David Koosis, Deputy Commissioner and Chief Information Officer, New York City Departments of Correction and Probation
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- The “Suspicious Activity Report (SAR) Panel—Implications and Benefits for the Entire Justice Process” provided attendees with an overview of the SAR project and its relevance to local, state, tribal, and federal law enforcement and criminal justice agencies. Specific topics included:
 - The development of the SAR initiative, including its history and how the products of Global have been instrumental in the development and implementation of this initiative.
 - Understanding the SAR process with an in-depth look at the SAR process within a major law enforcement agency.

- The Information Sharing Environment (ISE)-SAR Shared Space solution and how local, state, and tribal law enforcement agencies can participate.

Panelists for this presentation were as follows:

- Director Porter, panelist and facilitator
- Commander Joan McNamara, Los Angeles, California, Police Department
- Mr. Thomas O'Reilly, Senior Policy Advisor, Bureau of Justice Assistance

Global Recommendations

At the fall 2008 GAC meeting, the following resources and recommendations were proposed for Global member consideration and formal voting:

Resource: *Global Resolution*⁴

- **Notes:** At the spring 2008 GAC meeting, a previous iteration of the *Resolution* was formally recommended by GAC members to underscore the importance of continuing the Global Initiative, particularly in response to significant financial challenges facing a large number of federally funded justice programs. An updated version of the document was presented to Committee members at the October meeting, with two main points of revisions being a more “forward-looking” tone and specific request for institutionalized support.
- **Recommendation language:** **Members of the U.S. Department of Justice’s (DOJ) Global Justice Information Sharing Initiative (Global) Advisory Committee (GAC) recommend that the revised *Global Resolution* be delivered to the U.S. Attorney General (and his designee and/or other DOJ Officials) for appropriate consideration and further action.**
- **Voting particulars:** Mr. Steingraber made the motion. Mr. David Byers, GAC representative from the Council of State Court Administrators, seconded. The motion carried unanimously.

⁴ The *Global Resolution* is included as *Attachment D*.

Resource: *Guide to Conducting Privacy Impact Assessments for State and Local Information Sharing Initiative*

- **Value to the Global community:** This is another resource in the GPIQWG toolkit; it includes a methodology for local and state information sharing initiatives to analyze risks to ensuring the privacy of personally identifiable data collected via a Privacy Impact Assessment (PIA).
- **Recommendation language:** GAC members approve the *Guide to Conducting Privacy Impact Assessments for State and Local Information Sharing Initiative* to be recognized as a recommended resource for the field and delivered to the U.S. Attorney General (and his designee and/or other DOJ officials) for appropriate consideration and further action, as necessary.
- **Voting particulars:** Mr. Ed Reina, representative from IACP – Indian Law Enforcement Section, suggested revisions concerning inclusion of tribal issues. Mr. Wicklund moved that the document be recommended, pending inclusion of Mr. Reina’s additions. Chief McEwen seconded. The motion carried unanimously.
- **Additional notes:** This guide was produced by SEARCH, with extensive vetting by the GPIQWG and DOJ and DHS privacy offices. SEARCH will incorporate the suggested revisions and make the resource available to the public.

Resource: *GPIQWG’s Information Quality Self-Assessment Tool*

- **Value to the Global community:** The tool assists an agency’s determination of level of information quality and benchmarks for evaluation, improvement, and accountability. Questions are generic and can be customized to a range of justice events and associated components.
- **Recommendation language:** GAC Members approve that the *GPIQWG’s Information Quality Self-Assessment Tool* be recognized as a recommended resource for the field and delivered to the U.S. Attorney General (and his designee and/or other DOJ officials) for appropriate consideration and further action, as necessary.
- **Voting particulars:** Mr. Wicklund moved that the document be recommended. Mr. Porter seconded. The motion carried unanimously.
- **Additional notes:** Before the resource is available to the public, GPIQWG will conduct associated field testing.

Resource: *Guidelines for Establishing and Operating Gang Intelligence Units and Task Forces*

- **Value to the Global community:** These guidelines help agencies that are establishing and operating gang intelligence units or task forces within their jurisdictions or agencies participating in a multiagency gang task force. They are intended to assist law enforcement and criminal justice agencies in building the structural framework for a successful gang task force and intelligence unit operation.
- **Recommendation language:** GAC members move that *Guidelines for Establishing and Operating Gang Intelligence Units and Task Forces* be recognized as recommended guidelines for the field and delivered to the U.S. Attorney General (and his designee and/or other DOJ officials) for appropriate consideration and further action, as necessary.
- **Voting particulars:** Mr. David Steingraber, GAC representative from the National Governors Association, moved that the document be recommended. Colonel Rick Fuentes, GAC member representing the IACP—Division of State and Provincial Police, seconded. The motion carried unanimously.

Resource: *Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project*

- **Value to the Global community:** This product provides SAR process implementation best practices and recommendations for use by law enforcement agencies to improve the identification and reporting of suspicious activity and the sharing of that information with fusion centers and Joint Terrorism Task Forces.
- **Recommendation language:** GAC members approve that *Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project* be recognized as recommendations for the field and delivered to the U.S. Attorney General (and his designee and/or other DOJ officials) for appropriate consideration and further action, as necessary.
- **Voting particulars:** Mr. Robert Riegle, GAC representative from DHS, moved that the document be recommended. Mr. Michael Bridenback, GAC representative from the National Association for Court Management, seconded. The motion carried unanimously.

Resource: *Baseline Capabilities for State and Major Urban Area Fusion Centers*

- **Value to the Global community:** This document serves as an addendum to the *Fusion Center Guidelines* and provides fusion centers

with the baseline capabilities and operational standards necessary to achieve each of the capabilities. By achieving a baseline level of capability, a fusion center will have the necessary structures, processes, and tools in place to support the gathering, processing, analysis, and dissemination of terrorism, homeland security, and law enforcement information. The capabilities also assist in ensuring that fusion centers have the basic foundational elements for integrating into the national Information Sharing Environment.

- **Recommendation language:** **Members of the GAC approve the *Baseline Capabilities for State and Major Urban Area Fusion Centers* as a Global-supported product, to be delivered to the U.S. Attorney General as a GAC recommendation for appropriate consideration and further action.**
- **Voting particulars:** Approximately one month prior to the fall 2008 meeting, due to extenuating circumstances requiring expeditious action, GAC members electronically recommended the document by majority vote. A quorum was met per *Global Bylaws*.

Additional Issues

While no formal vote was taken, GAC members approved pursuit of a process to recognize national Information Exchange Package Documentations (IEPDs) (information sharing specifications) considering the following criteria:

Criterion #1: There must be an explicit requirement and/or business case for a regional or national standard for the specific IEPD.

Criterion #2: There must be a valid governance group proposing the reference IEPD. An authoritative source must be identified which accepts responsibly for maintaining the IEPDs over time through funding provided by the organization.

Associated points for discussion and/or possible further integration include:

- Measures should be taken to ensure there are not overlapping or competing claims of IEPD ownership.
- A “valid governance group” should either have the capacity to enforce or impose the use of the standardized reference IEPD or broadly represent a user community likely to comply with the standardized use.

Criterion #3: The reference IEPD must conform to NIEM as defined on its Web site.

Select Global leaders, including Mr. John Ruegg, Global Security Working Group Chair, will refine the recommendation further for additional action and/or consideration.

Global Leadership Elections

Elections for GAC Chair and Vice Chair—an event occurring every two years—were held on October 23. All GAC members are eligible for nomination, and incumbents may run for additional terms.

- **Note:** Mr. David Steingraber served as Elections Coordinator.
- **Voting particulars—GAC Chair:**
 - ❖ Prior to the meeting, incumbent Robert Boehmer declared his intent to run.
 - ❖ Mr. Steingraber called for additional nominations from the floor.
 - ❖ After an appropriate time, Chief McEwen moved to close nominations; Mr. Ronald Hawley, GAC representative from SEARCH seconded. The motion to close nominations carried unanimously.
 - ❖ Mr. Porter moved to reelect Chairman Boehmer by acclamation; Mr. Riegle seconded.
 - ❖ Chairman Boehmer was reelected by acclamation.
- **Voting particulars—GAC Vice Chair:**
 - ❖ Prior to the meeting, incumbent Carl Wicklund declared his intent to run.
 - ❖ Mr. Steingraber called for additional nominations from the floor.
 - ❖ After an appropriate time, Thomas Clarke, Ph.D., GAC representative from the National Center for State Courts, moved to close nominations; Chief McEwen seconded. The motion to close nominations carried unanimously.
 - ❖ Mr. Hawley moved to reelect Vice Chairman Wicklund by acclamation; Mr. Riegle seconded.
 - ❖ Vice Chairman Wicklund was reelected by acclamation.

Looking Ahead—Ongoing Responsibilities, Next Meeting

In conclusion, Chairman Boehmer thanked Committee members, program officials, presenters, and guests for their participation and expertise, and announced that the spring 2009 GAC meeting will be held on April 23, 2009, from 8:30 a.m. to 4:00 p.m. at the Westin Tysons Corner Hotel, located in Falls Church, Virginia.

Representatives were reminded of the following privileges and responsibilities associated with Global membership:

- An agency seat at the by-appointment-only Committee table.
- Attendance at biannual Committee meetings where GAC business is conducted, recommendations are ratified or revised, and members are briefed on the latest Global activities and complementary information sharing efforts.
- The opportunity to vote on important recommendations to the U.S. AG that advance information sharing across the justice landscape, at all levels of government.
- Invitation to join any Global working group, task team, or subcommittee, facilitating application of talents and interests in a more “hands-on” environment.
- Promotion of Global recommendations and resources to colleagues.
The GAC relies on members to:
 - *Be the voice of their agencies on Global* (“pulling up” input and expertise from the various member constituencies). “We want to hear from practitioners, from you, and from your associations so that our products and recommendations are the best and most informed recommendations possible. Also, reach down into your constituencies, discover your own Global successes, and document these: share these with the larger community, and show our funding agencies that their allocations are wise, well-spent, and productive”
 - *Be the voice of Global within their agencies* by supporting and promulgating (i.e., “pushing down”) the GAC’s good works informally (through networking with colleagues) and formally (at scheduled agency briefings and conferences and via appropriate publications and delivery mechanisms, such as linking agency and Global Web sites).

Having no further business and hearing no further questions, Chairman Boehmer adjourned the fall 2008 GAC meeting at 4:00 p.m.

Attachment A

*Global Advisory Committee
Biannual Meeting: Fall 2008*

Meeting Agenda



U.S. Department of Justice's (DOJ)
Global Justice Information Sharing Initiative
Advisory Committee (GAC)
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8:30 a.m.

Convene – Maryland A

8:30 a.m. – 9:00 a.m.

Welcome and Introductions

Mr. Robert Boehmer, GAC Chair

- Chair's welcome
- Introduction of attendees
 - Roundtable introduction of GAC members and federal officials
 - Special recognition of new members and proxies
 - Introduction of observers and special guests

U.S. Department of Justice (DOJ) Remarks

The Honorable Domingo S. Herraiz, Director, Bureau of Justice Assistance (BJA)

David Hagy, Ph.D., Director, National Institute of Justice (NIJ)

Mr. Van Hitch, Chief Information Officer, DOJ

Additional Special Guest(s)

9:00 a.m. – 9:15 a.m.

Global Business

Chairman Boehmer

- Approval of spring 2008 GAC minutes
- Recommendation of updated *Global Resolution*
 - Prerequisite reading (documents, above)

9:15 a.m. – 10:15 a.m.

Membership Roundtable

Chairman Boehmer, Facilitator

- Global members will share justice-related information sharing activities under way in the communities they represent and raise related issues/challenges for consideration and discussion. Time permitting, observers will be included in the roundtable.

Anticipated Outcomes

- Awareness of complementary activities, which may affect current or future Global efforts or lead to partnerships between member agencies



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10:15 a.m. – 10:30 a.m. **Areas of Emphasis: Privacy and Information Quality**

Mr. Carl Wicklund, GPIQWG Chair

- Global Privacy and Information Quality Working Group (GPIQWG) update
 - See associated GPIQWG briefing sheet for additional discussion issues, anticipated outcomes and takeaways, and/or items for formal voting
 - Prerequisite reading/review, in preparation for voting:
 - *Guide to Conducting Privacy Impact Assessments for State and Local Information Sharing Initiatives*, produced by SEARCH, The National Consortium for Justice Information and Statistics (SEARCH), with extensive vetting by the GPIQWG and privacy offices of DOJ and the U.S. Department of Homeland Security (DHS)
 - **Value to the Global community:** This is another resource in the GPIQWG toolkit, with a methodology for local and state information sharing initiatives to analyze risks to ensuring the privacy of personally identifiable data collected via a Privacy Impact Assessment (PIA).
 - *GPIQWG's Information Quality Self-Assessment Tool*
 - **Value to the Global community:** The tool assists an agency's determination of level of information quality and benchmarks for evaluation, improvement, and accountability. Questions are generic and can be customized to a range of justice events and associated components.

10:30 a.m. – 10:45 a.m. *Break*



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10:45 a.m. – 11:30 a.m. **Voices From the Field: Panel Presentation on BJA-Supported Corrections/Law Enforcement Data Exchange Activities**

Mr. Wicklund, Panel Facilitator

*Mr. Robert May II, Associate Director, Association of
State Correctional Administrators*

*Mr. Vincent Talucci, Director, Division of State and Provincial Police,
International Association of Chiefs of Police*

*Mr. David Koosis, Deputy Commissioner and Chief Information Officer,
New York City Departments of Correction and Probation*

○ **Anticipated Outcomes and Takeaways**

- GAC members' awareness of efforts to advance sharing between these communities
- Identification of possible areas for Global assistance or involvement, or implications for future Global work
- Identification of promising practices for replication in the field

11:30 a.m. – 12:30 p.m. **Area of Emphasis: Intelligence**

Mr. Russell Porter, CICC and GIWG Chair

○ **Criminal Intelligence Coordinating Council (CICC) and Global Intelligence Working Group (GIWG) updates**

- See associated CICC/GIWG briefing sheet for additional discussion issues, anticipated outcomes and takeaways, and/or items for formal voting.
- Prerequisite reading/review, in preparation for voting:
 - *Guidelines for Establishing and Operating Gang Intelligence Units and Task Forces*
 - **Value to the Global community:** These guidelines help agencies that are establishing and operating gang intelligence units or task forces within their jurisdictions or agencies participating in a multiagency gang task force. They are intended to assist law enforcement and criminal justice agencies in building the structural framework for a successful gang task force and intelligence unit operation.



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11:30 a.m. – 12:30 p.m. **Area of Emphasis: Intelligence** (*continued*)

- Prerequisite reading/review, in preparation for voting:
 - *Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project*
 - **Value to the Global community:** This product provides SAR process implementation best practices and recommendations for use by law enforcement agencies to improve identification and reporting of suspicious activity and the sharing of that information with fusion centers and Joint Terrorism Task Forces.

Special Presentation: SAR Panel—Implications and Benefits for the Entire Justice Process

Mr. Porter, Panel Facilitator

Mr. Thomas O'Reilly, Senior Policy Advisor, BJA

Commander Joan McNamara, Los Angeles Police Department

- **Anticipated Outcomes and Takeaways**
 - GAC members' awareness of SAR efforts: historical background, current and future activities, and a briefing regarding SAR implementations already under way
 - Recognition that SAR activities involve the range of Global activities and recommendations and hold promise for the entire justice community
 - Identification of possible areas for Global assistance or involvement or implications for future Global work
 - Identification of promising practices for replication in the field

11:45 a.m.—Panel presentation, including time for questions and discussion

12:30 p.m. – 1:45 p.m. **Lunch** (*on your own*)



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1:45 p.m. – 2:00 p.m. **Area of Emphasis: Security**

Mr. John Ruegg, GSWG Chair

- Global Security Working Group (GSWG) update
 - Global Federated Identity and Privilege Management (GFIPM) Delivery Team briefing
 - See associated GSWG briefing sheet for additional discussion issues, anticipated outcomes and takeaways, and/or items for formal voting.

2:00 p.m. – 2:15 p.m. **Areas of Emphasis: Infrastructure and Standards**

Thomas Clarke, Ph.D., GISWG Chair

- Global Infrastructure/Standards Working Group (GISWG) update
 - See associated GISWG briefing sheet for additional issues for discussion, anticipated outcomes and takeaways, and/or deliverables presented for formal recommendation and voting.

2:15 p.m. – 2:35 p.m. **Area of Emphasis: Outreach**

Mr. Ronald Hawley, Outreach Chair

- Global Outreach Working Group update
 - IT.OJP.GOV/Global Web site relaunch and demonstration
 - See associated Outreach briefing sheet for additional issues for discussion, anticipated outcomes and takeaways, and/or deliverables presented for formal recommendation and voting.
 - Supporting documentation:
 - *Global Highlights* (fall 2008)
 - **Value to the Global community:** Easy-to-use outreach resource (available electronically and in hard copy) to communicate Global activities and successes

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2:35 p.m. – 2:50 p.m. **Update on the National Information Exchange Model (NIEM)**
Ms. Donna Roy, NIEM Executive Director

- **Anticipated Outcomes**
 - Introduction of newly appointed NIEM leadership
 - GAC member awareness of NIEM activities and plans

2:50 p.m. – 3:05 p.m. *Break*

3:05 p.m. – 3:30 p.m. **Elections: Global Advisory Committee Chair and Vice Chair**
Facilitated by Mr. David Steingraber, Elections Coordinator

- Call for candidates: declared nominees, nominations from the floor
- Candidates' addresses to the GAC (as necessary)
- Voting (method to be determined by the Elections Coordinator)
 - Prerequisite reading/review:
 - Candidates' biographies and statements of intent

3:30 p.m. – 4:00 p.m. **Outstanding Issues, Concluding Roundtable, and Next Steps**
New GAC Chairman

4:00 p.m. *Adjourn*



BJA Bureau of Justice Assistance

Attachment B

*Global Advisory Committee
Biannual Meeting: Fall 2008*

*Global Advisory Committee
Members in Attendance*



U.S. Department of Justice's (DOJ)
Global Justice Information Sharing Initiative
Advisory Committee (GAC)
Biannual Meeting: Fall 2008



United States
Department of Justice

Gaylord National Convention Center
201 Waterfront Street
National Harbor, MD ♦ (301) 965-2000

October 23, 2008

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The Honorable Thomas J. Wyss

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Attachment C

*Global Advisory Committee
Biannual Meeting: Fall 2008*

Global Working Groups Briefing Sheets



U.S. Department of Justice's Global Justice Information Sharing Initiative



United States
Department of Justice

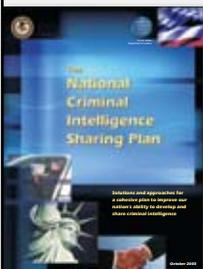
Criminal Intelligence Coordinating Council

Executive Summary

Overview

The U.S. Department of Justice's (DOJ) Global Justice Information Sharing Initiative (Global) serves as an advisory body to the federal government—specifically through the U.S. Attorney General and the Assistant Attorney General, Office of Justice Programs—to recommend standards-based electronic information exchange throughout the justice and public safety communities. The Global Advisory Committee (GAC) is composed of key personnel from local, state, tribal, federal, and international justice and public safety entities and includes agency executives and policymakers, automation planners and managers, information practitioners, and end users. GAC membership reflects the involvement of the entire justice community in information sharing.

Developed by Global's Intelligence Working Group (GIWG), the *National Criminal Intelligence Sharing Plan* (NCISP) was completed in October 2003. The first of its kind in the country, the NCISP contains 28 recommendations and action items that provide a blueprint to help agencies establish criminal intelligence sharing policies, procedures, standards, technologies, and training.



Viewed as the cornerstone of the NCISP, the Criminal Intelligence Coordinating Council (CICC) was established in May 2004 to provide recommendations in connection with the implementation and refinement of the NCISP. The CICC is made up of members representing law enforcement and homeland security agencies, and is an advocate for local, state, and tribal

law enforcement and supports their efforts to develop and share criminal intelligence for the purpose of promoting public safety and securing the nation.

The CICC operates at the policy level—setting priorities, directing research, and preparing advisory recommendations. The GIWG, composed of local, state, tribal, and federal justice, homeland security, and public safety representatives, serves as CICC's research partner, drawing on source experts from outside the working group as needed.

CICC Efforts

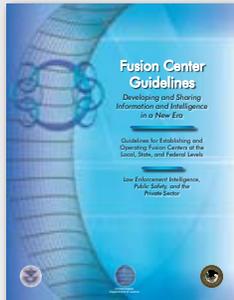
- Assisting DOJ in ensuring that every chief, sheriff, and law enforcement executive understands his or her agency's role in developing and sharing information and intelligence.
- Providing input to the federal government in their efforts to develop and share criminal intelligence.
- Recommending a framework for implementing and ensuring the longevity of the standards-based intelligence plan, training and technology coordination, outreach and education, and resource coordination.
- Advising the U.S. Attorney General on the best use of criminal intelligence to keep the nation safe.

CICC and GIWG routinely collaborate with the nation's premier law enforcement, justice, and homeland security agencies and organizations, which has resulted in the development of valuable products for law enforcement to use in their daily crime-fighting efforts.

CICC

Accomplishments

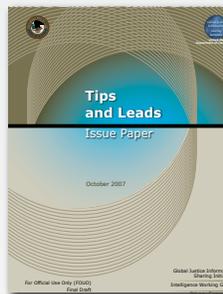
Developed the **Fusion Center Guidelines—Law Enforcement Intelligence, Public Safety, and the Private Sector**, a collaborative effort of DOJ, the U.S. Department of Homeland Security (DHS), DHS's Homeland Security Advisory Council, and DOJ's Global Justice Information Sharing Initiative.



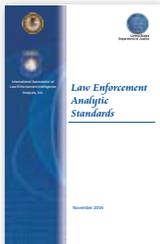
Recommended model policies for law enforcement officials who are implementing or reviewing their agencies' intelligence function.



Collaborated with DHS and DOJ on a joint training and technical assistance initiative involving the development, vetting, and delivery of a **catalog of services for fusion centers**.



Finalized the **Tips and Leads Issue Paper** focusing on how to handle information received or possessed by law enforcement agencies that does not rise to the level of "reasonable suspicion of criminal activity." This document is "For Official Use Only" and is available on the National Criminal Intelligence Resource Center (NCIRC) Web site.

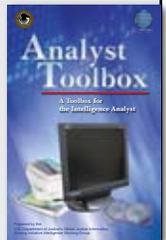


Collaborated with the International Association of Law Enforcement Intelligence Analysts (IALEIA) to publish the resource booklet **Law Enforcement Analytic Standards**. The booklet contains 25 standards—7 for analysts and 18 for analytic products.

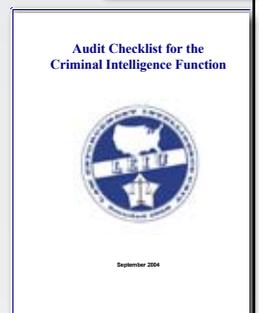


Developed the **Law Enforcement Analyst Certification Standards** for agencies and organizations developing and implementing an analyst certification process.

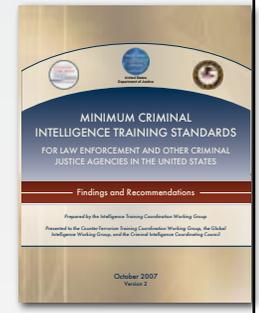
Developed the **Analyst Toolbox**, which provides analysts with a basic set of tools/resources to perform their everyday functions.



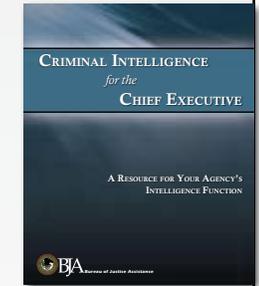
Collaborated with the Law Enforcement Intelligence Unit (LEIU) on the development of the LEIU **Audit Checklist**. The checklist can assist law enforcement executives in conducting a review of their agencies' criminal intelligence function.



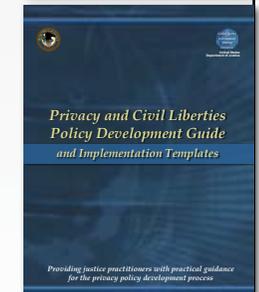
In collaboration with a subgroup of the DOJ Counter-Terrorism Training Coordination Working Group (CTTWG), developed recommended **minimum training standards** for the six training classifications outlined in the NCISP. Version 2, published in October 2007, incorporates the Information Sharing Environment (ISE) and fusion center information.



Facilitated development of a curriculum for the NCISP **chief executive-level training** classification. The curriculum includes information regarding the NCISP, intelligence-led policing, basic intelligence, legal and privacy issues, and available resources.



Recommended specific guidelines for law enforcement agencies to employ when **developing a privacy policy**.

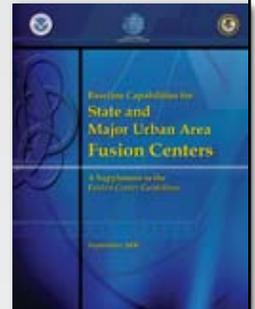


Collaborated with the Justice Management Institute on developing the privacy, civil rights, and civil liberties policy templates to discuss intelligence systems and address issues affecting those systems, such as data aggregation and analysis.

Collaborated with DOJ; DHS; the Federal Bureau of Investigation (FBI); the Office of the Director of National Intelligence (ODNI); and the Office of the Program Manager, Information Sharing Environment (PM-ISE) on the development and delivery of the second annual National Fusion Center Conference on March 18–20, 2008, in San Francisco, California. The sessions served to educate the participants and inform them on how their roles fit into the national network of fusion centers. The conference was attended by over 800 registered local, state, tribal, and federal law enforcement personnel, first responders, and homeland security officials. Plans are under way to locate a venue for next year's conference in the central region of the United States.



Development of a companion document to the *Fusion Center Guidelines* that articulates the **baseline capabilities** and roles and responsibilities of fusion centers, as outlined in the NSIS.



Continued coordination of the nominations and selections of state and local candidates for assignment to the **Interagency Threat Assessment and Coordination Group (ITACG) Detail** at the National Counterterrorism Center (NCTC) and coordination of local, state, and tribal organizational representatives for membership on the ITACG Advisory Council.



Working with the Commission for Accreditation of Law Enforcement Agencies (CALEA) to incorporate the NCISP and other related Global guidelines into the **CALEA criminal intelligence standard**.

Continuing collaboration with federal partners to develop a document that provides operational guidance for implementing intelligence-led policing on a nationwide level.

Participating in the Controlled Unclassified Information (CUI) Council to represent the needs and equities of state, local, and tribal partners during the **implementation of the CUI Framework**.

Continuing support of the **Gang Intelligence Strategy Committee** and development of its initiatives, which include the vetting of draft guidelines for *Establishing and Operating Gang Intelligence Units and Task Forces*, development of recommendations as a result of the Gang Intelligence Systems Assessment (data call), and development of recommendations for enhancing the Violent Gang and Terrorist Organization File (VGTOF) to encourage use by local, state, and tribal officials.

Current and Future CICC Activities

Assisting ODNI and the PM-ISE in executing the **Information Sharing Environment Implementation Plan**, Presidential Guidelines, and the **National Strategy for Information Sharing** by supporting the development of focus groups and coordinating the provision of local and state subject-matter expert participation as it relates to ISE implementation efforts.

In collaboration with the Major Cities Chiefs Association, developing the report **Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project**, which contains guidelines to be used by cities and states to improve the gathering, documenting, processing, and sharing of suspicious activity, which may be indicative of terrorist-related incidents, among cities, fusion centers, and the ISE.

CICC

Members

Chairman

Russell Porter

Director, Intelligence Fusion Center, Iowa
Department of Public Safety
Law Enforcement Intelligence Unit (LEIU)

Vice Chair

Ronald E. Brooks

Director, Northern California High Intensity
Drug Trafficking Area
National Narcotic Officers' Associations'
Coalition

Additional CICC members

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Chief, Palm Bay, Florida, Police Department
International Association of Chiefs of Police

Matthew R. Bettenhausen

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National Governors Association

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Sheriff, Marshall County, Iowa,
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Thomas O'Connor

Chief, Maryland Heights, Missouri,
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Lisa Palmieri

President, International Association of Law
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National Sheriffs' Association

Kurt Schmid

Senior Policy Advisor, Office of National Drug
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Major County Sheriffs' Association

Larry G. Trent

Director, Illinois State Police

Kenneth Tucker

Assistant Commissioner, Florida Department
of Law Enforcement
National Governors Association

About Global

The U.S. Department of Justice's Global Justice Information Sharing Initiative (Global) serves as a Federal Advisory Committee to the U.S. Attorney General on critical justice information sharing initiatives. Global promotes standards-based electronic information exchange to provide justice and public safety communities with timely, accurate, complete, and accessible information in a secure and trusted environment. Global is administered by the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.

For More Information

For more information about the **CICC**, contact DOJ's Global at (850) 385-0600.

For more information about other DOJ information sharing initiatives, go to

www.it.ojp.gov



BJA Bureau of Justice Assistance

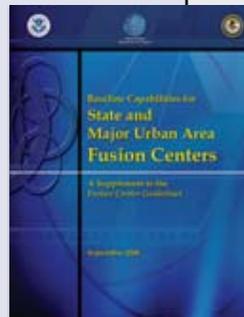


Criminal Intelligence Coordinating Council/ Global Intelligence Working Group (GIWG)

Executive Summary and CICC/GIWG Items for the GAC

CICC Meeting Summary for the Global Advisory Committee (GAC)

- On September 19, 2008, Criminal Intelligence Coordinating Council (CICC) Chair Russell Porter requested that GAC members review and recommend electronically the **Baseline Capabilities for State and Major Urban Area Fusion Centers**. The goal of this document is to provide fusion centers with minimum capabilities they should strive to achieve to ensure a national integrated network of fusion centers. This document was recommended by the GAC on September 26, 2008, for delivery to the U.S. Attorney General.



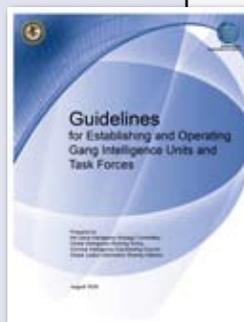
- At the fall GAC meeting, CICC Chair Russell Porter will ask GAC members for their recommendation, via formal vote, on two new products:

1. **Findings and Recommendations of the Suspicious Activity Report (SAR) Support and Implementation Project**

This product provides SAR process implementation recommendations and best practices to agencies regarding the handling of suspicious activity reports.

2. **Guidelines for Establishing and Operating Gang Intelligence Units and Task Forces**

This document provides agencies with guidance in the development and operation of gang intelligence units and gang task forces.



Future Efforts

- Vetting appendices for the *Baseline Capabilities for State and Major Urban Area Fusion Centers*, including a Critical Infrastructure/Key Resource appendix and a Public Health Sector appendix.
- Releasing the updated "Tips and Leads Issue Paper," which provides guidance on the gathering, analysis, storage, and dissemination of tips and leads information.
- Working collaboratively with the Global Outreach Working Group on the development of a CICC Outreach Plan and overview documents on CICC-developed products and initiatives.
- Assisting federal partners in planning and delivering the 2009 National Fusion Center Conference.
- Collaborating with federal partners in engaging the privacy advocacy community to discuss law enforcement-related issues.
- Working with federal partners, the International Association of Chiefs of Police, the Major Cities Chiefs Association, and several major cities and fusion centers in the development of training for law enforcement personnel regarding SARs.

CICC/GIWG

CICC/GIWG Leadership

Russell Porter, Chair

Director, Intelligence Fusion Center, Iowa Department
of Public Safety

CICC representative to the GAC

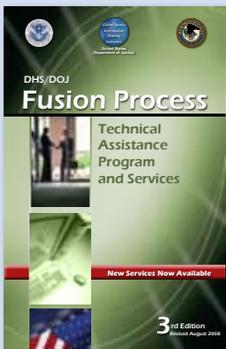
Ronald Brooks, Vice Chair

Director, Northern California High Intensity Drug
Trafficking Area

About CICC/GIWG

CICC/GIWG Mission Statement

The CICC and GIWG are charged with advising and providing recommendations to the U.S. Attorney General on issues relating to advancing the use of technology, standards, and collaboration between agencies/organizations in the area of criminal intelligence. The CICC and GIWG serve as advocates for local law enforcement in their efforts to develop and share criminal intelligence for the promotion of public safety and the security of our nation. The Global Initiative, the intelligence community, and the larger justice landscape in which the CICC and GIWG serve and operate are dynamic entities and environments. This mission will likely evolve as efforts continue toward implementation of the *Information Sharing Environment Implementation Plan* and the Guideline Reports, per the Intelligence Reform and Terrorism Prevention Act of 2004, as well as the *National Strategy for Information Sharing*. State, local, and tribal law enforcement agencies are expected to be affected by the impending changes and will need guidance and assistance.



Success Story

The DHS/DOJ Fusion Process Technical Assistance Program and Services initiative—To date, over **120 services have been delivered** to fusion centers, and new programs are continuing to be developed.

Next GIWG Meeting Date: Early 2009

About Global

The U.S. Department of Justice's Global Justice Information Sharing Initiative (Global) serves as a Federal Advisory Committee to the U.S. Attorney General on critical justice information sharing initiatives. Global promotes standards-based electronic information exchange to provide justice and public safety communities with timely, accurate, complete, and accessible information in a secure and trusted environment. Global is administered by the U.S. Department of Justice (DOJ), Office of Justice Programs, Bureau of Justice Assistance.

For More Information

For more information about the CICC/GIWG, contact DOJ's Global at (850) 385-0600.

For more information about other DOJ information sharing initiatives, go to:

www.it.ojp.gov



BJA Bureau of Justice Assistance

This project was supported by Grant No. 2007-NC-BX-K001 awarded by the Bureau of Justice Assistance, in collaboration with the U.S. Department of Justice's Global Justice Information Sharing Initiative. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, and the Office for Victims of Crime. Points of view or opinions in this document are those of the author and do not represent the official position or policies of the U.S. Department of Justice.



Global Infrastructure/Standards Working Group (GISWG)

Executive Summary and GISWG Items for the GAC

GISWG Presentation to the Global Advisory Committee (GAC)

Current and future GISWG efforts to be showcased on October 23, 2008, include:

- Update on the status of the Global Justice Reference Architecture (JRA) deliverables.
 - Integrating lessons learned from state implementations.
 - Providing a checklist of the mandatory and optional components for compliance.
 - Aligning with federal architecture projects.
 - Developing outreach resources.
 - Focusing on fusion center services for the development of high-priority and national shared services.
- In the next few months, GISWG will present a number of JRA standards and guideline documents for GAC endorsement and consideration.

GISWG Leadership

Tom Clarke, GISWG Chair
Vice President, Research and Technology Services,
National Center for State Courts

GISWG Committees

- Executive Architecture Committee
- Service Implementation Committee
- Management and Policy Committee

About GISWG

GISWG Mission Statement

To enhance justice and public safety through a service-oriented approach to information sharing. We accomplish this mission by providing a reference architecture with guidance for identifying, defining, implementing, and governing services.

GISWG Vision Statement

Global Justice Reference Architecture (JRA) and related documents will provide the definitive guidance for justice and public safety agencies on implementing a service-oriented approach to information sharing.

GISWG Objective for 2009

Next year, the GISWG will focus on developing and advising on training and technical assistance in support of the JRA and its component parts (e.g., registries, services, and development tools). In addition, the GISWG will continue its work efforts to develop a complete set of standards, guidelines, and policies for specifying an interoperable set of justice information exchanges.

GISWG

GISWG Accomplishments

- OJP Web site reference: www.it.ojp.gov/globaljra
- *Global Justice Reference Architecture Specification*, Version 1.6
- *ebXML Messaging Service Interaction Profile*, Version 1.1
- *Web Services Service Interaction Profile*, Version 1.0

Current and Future GISWG Activities

Documents for consideration and recommendation in the next couple of months are listed below. These documents provide a reference body of work—including standards, methodologies, guidelines, and infrastructure requirements—that is aimed at standardizing an approach for service-oriented architecture (SOA) and are in support of the JRA.

- **Service Specification Package**—Provides the technical basis, requirements, and service specifications for interoperable information exchanges.
- **Service Identification and Design Guidelines**—Provides guidance on how to plan and design

technology solutions to enable effective information sharing among justice partners.

- **Execution Context Guidelines**—Provides guidelines to practitioners overseeing the implementation of SOA. The guidelines apply to common infrastructure elements, including shared equipment and software, necessary to form a trusted and secure communication path between entities providing and using services.
- **Sample Service-Level Agreements**—Establishes policies and contractual elements that organizations may apply to their service offerings.
- **JRA Conformance Matrix**—Provides a matrix of components for adopting JRA specifications.
- **Statement of Participation**—Provides a reference model framework (i.e., MOU template) for those participating in state, local, regional, or tribal information sharing. The value of this reference model framework is that, with minimal modification, the document provides a basis for any information sharing organization.

About Global

The U.S. Department of Justice's Global Justice Information Sharing Initiative (Global) serves as a Federal Advisory Committee to the U.S. Attorney General on critical justice information sharing initiatives. Global promotes standards-based electronic information exchange to provide justice and public safety communities with timely, accurate, complete, and accessible information in a secure and trusted environment. Global is administered by the U.S. Department of Justice (DOJ), Office of Justice Programs, Bureau of Justice Assistance.

For More Information

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BJA Bureau of Justice Assistance



Global Outreach Working Group

Executive Summary and Outreach Items for the GAC

Outreach Presentation to the Global Advisory Committee (GAC)

Current and future Outreach efforts to be showcased on October 23, 2008, include:

- The latest edition of *Global Highlights*, spotlighting privacy and civil liberties considerations in the justice information sharing arena
- Demonstration of the updated Global Web site, www.it.ojp.gov/global
 - ▶ Cleaner, more intuitive layout = **easier navigation**
 - ▶ Google-enabled search capabilities, centralized help areas, and leading “how do I?” questions = **finding what you are looking for, even if you are not sure where to start**
 - ▶ Customizable features—user profiles, e-mail subscriptions, and filter options for content and the events calendar = **information that is relevant to you, delivered to your “doorstep”** (desktop, laptop, or PDA)
 - ▶ **An upgraded “one-stop shop” for Global news, events, products, and publications** = keeping up to date on the latest information sharing resources, recommendations, and best practices from your colleagues across the justice landscape
- No formal Outreach recommendations requiring membership votes are anticipated at the October 23, 2008, meeting.

Outreach Leadership

Ronald Hawley, Chair

Executive Director, SEARCH—The National Consortium for Justice Information and Statistics
SEARCH representative to the GAC

Steven Correll, Vice Chair

Executive Director, Nlets—The International Justice and Public Safety Network
Nlets representative to the GAC

About Outreach

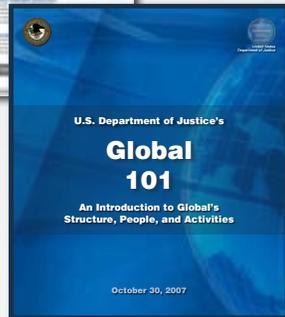
Mission

The entire Global outreach and communication endeavor supports Global’s mission to facilitate broadscale sharing of justice and public safety information by promoting standards-based electronic information exchange, providing the justice community with timely, accurate, complete, and accessible information in a secure and trusted environment. “Awareness” is implicitly a Global strategic goal in support of this mission, because the best GAC resources are only as good as their utility to and use by the justice-interested community. Awareness is the first step in adoption of Global recommendations and, by extension, support for and promulgation of the Global Initiative. Outreach efforts are focused in two distinct (and sometimes overlapping) directions: promoting the good works of the Initiative to the larger justice community (“outreach”) and also ensuring that GAC participants are fully informed not only about Global activities but also about their roles and responsibilities as members of the Committee (“inreach”).

Outreach

Outreach Accomplishments

- U.S. Department of Justice's Global Web site (it.ojp.gov/global)
- *Global Highlights*
- Global 101 Training—next training scheduled for spring 2009
- Global resource and presentation support for justice conferences
- Global Road Map (under development)



Carrying the Global Message Forward

“Remember that your job is not only coming to these [Global Advisory Committee] meetings—whether you’re in the audience or whether you’re actually a member of the advisory committee—but making certain to carry back the messages you hear. Too often we participate in groups like this and we come to the meetings, we gain the knowledge, and then we don’t follow through by transmitting that knowledge back to the respective bodies we represent. And that step is so vitally important...”



The Honorable Domingo S. Herraiz, Director, Bureau of Justice Assistance

—The Honorable Domingo S. Herraiz, Director, Bureau of Justice Assistance, on GAC participants’ responsibility for Global outreach.

About Global

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For More Information

For more information about the Outreach Working Group, contact Donna Rinehart of DOJ’s Global at (850) 385-0600, extension 285, or e-mail drinehart@iir.com.

For more information about other DOJ information sharing initiatives, go to:

www.it.ojp.gov



BJA Bureau of Justice Assistance

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Global Privacy and Information Quality Working Group (GPIQWG)

Executive Summary and GPIQWG Item for the GAC

GPIQWG Product Recommended to the Global Advisory Committee (GAC)

On October 23, 2008, GPIQWG Chairman Carl Wicklund will ask GAC members for their recommendation, via formal vote, on a new draft tool:

Information Quality Self-Assessment Tool

GPIQWG has produced a process for the development and implementation of an agency-wide Information Quality (IQ) Program. In a draft publication, titled the *Information Quality Program Guide* (IQ Program Guide), this process is currently being articulated and will be presented to the GAC for approval in spring 2009. (Refer to page 3.)



In the interim, GPIQWG is submitting a brand-new resource—the Information Quality Self-Assessment Tool (IQ Self-Assessment Tool)—for GAC approval. The IQ Self-Assessment Tool is the core undertaking of the overall IQ Program and the foundation of the forthcoming IQ Program Guide. This self-administered worksheet is intended to be published as a stand-alone tool, as well as incorporated into the IQ Program Guide (spring 2009).

A mandatory step for any agency in developing an IQ Program is the completion of an information quality self-assessment—the evaluation of agency information and reports associated with justice events. The IQ Self-Assessment Tool will allow practitioners to:

- Identify the information points or phases of an agency's selected justice event (creation and capture, maintenance, use, and disposition) and the roles associated with each phase;
- Apply information quality dimensions to each point along this information continuum;
- Uncover gaps in roles and responsibilities, policies and procedures, and technology that beget information quality problems;
- Implement information quality in practice; and
- Enhance overall understanding of the effects that an agency's business processes—related to information collection, maintenance, management, dissemination, and disposition—have on information quality.

The Tool comprises a matrix of self-assessment questions within a process framework that can be tailored to agency-specific processes. The series of questions will help an agency determine its relative level of information quality and benchmarks for evaluation, improvement, and accountability. Questions are generic and can be customized to a broad range of justice events and associated information components.

Upon GAC approval, GPIQWG plans to field-test and, if necessary, enhance this draft tool for optimum usability.

GPIQWG

GPIQWG Leadership

Carl Wicklund, Chair

Executive Director, American Probation and Parole Association (APPA)

APPA representative to the GAC

Jeanette Plante, Esquire, Vice Chair

Director, Office of Records Management Policy, Justice Management Division, U.S. Department of Justice

About GPIQWG

GPIQWG Mission Statement

To advance the adoption of privacy and information quality policies by justice system participants that promote the responsible collection, handling, management, review, and sharing of (personal) information about individuals.

GPIQWG Vision Statement

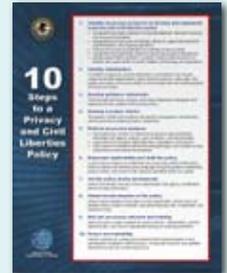
To accomplish justice information sharing that promotes the administration of justice and public protection by:

1. Preserving the integrity and quality of information.
2. Facilitating the sharing of appropriate and relevant information.
3. Protecting individuals from consequences of inappropriate gathering, use, and release of information.
4. Permitting appropriate oversight.

GPIQWG Accomplishments

2008

- **10 Steps to a Privacy and Civil Liberties Policy**
- **Privacy and Civil Liberties Policy Development Guide and Implementation Templates: Policy Development Checklist**



2007

- **Information Quality: The Foundation for Justice Decision Making**
- 2005–2006 Privacy Series products condensed into the **Privacy and Civil Liberties Policy Development Guide and Implementation Templates** and companion overview CD

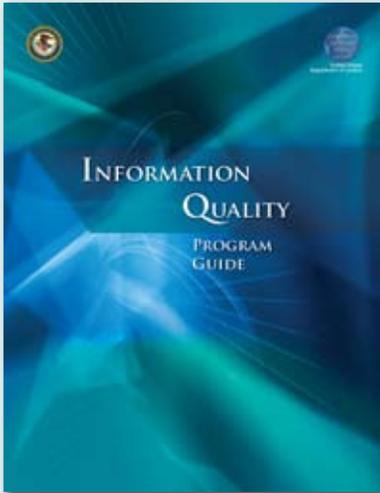
2005–2006 Privacy Series

- **Privacy Policy Development Guide** Overview CD
- **Privacy Policy Development Guide**
- **Privacy, Civil Rights, and Civil Liberties: Policy Templates for Justice Information Systems**
- **Privacy, Civil Liberties, and Information Quality Policy Development for the Justice Decision Maker**



Current and Future GPIQWG Activities

Information Quality Program Guide



GPIQWG has articulated a step approach to the development and implementation of an agency-wide Information Quality (IQ) Program in a draft publication titled the *Information Quality Program Guide*. The IQ Program Guide will lead an agency through incremental steps to help:

1. Identify the agency's information (list of types of information) and products (incident reports, presentencing reports, etc.);
2. Determine what IQ dimensions (core and contextual) apply to those information products to ensure their information quality;
3. Evaluate whether agency business rules are being met by using the self-assessment tool; and
4. Identify what is necessary to fill in the gaps where the agency does not meet those requirements.

A final draft is being completed and is anticipated to be presented for GAC approval in spring 2009.

Biometrics Resources

With the advent of the June 5, 2008, Presidential signing of National Security Presidential Directive (NSPD)-59/Homeland Security Presidential Directive (HSPD)-24, Biometrics for Identification and Screening to Enhance National Security, a directive was enacted that establishes a framework to ensure that federal departments and agencies use compatible methods and procedures in the collection, storage, use, analysis, and sharing of biometric and associated biographic and contextual information of individuals in a lawful and appropriate manner, **while respecting privacy and other legal rights under United States law**.

GPIQWG recognizes that the advancement and use of biometrics techniques create real issues related to privacy and information quality. Familial searches, linking biometrics to cases, secondary uses of biometrics, and biometrics records for juvenile offenders are just a few of the areas known to have privacy and information quality concerns.

At its December 16, 2008, meeting, GPIQWG plans to explore the development of privacy and information quality biometric resources for local, state, and federal justice agencies. Subject-matter experts will provide presentations to facilitate the group's understanding of biometrics, inform them of established resources and current endeavors, and speak to the current privacy and information quality issues within biometrics.

GPIQWG plans to focus on the development of biometrics resources in 2009.

**Next GPIQWG Meeting
December 16, 2008, Washington, DC**

GPIQWG Hallmark Endeavor: Privacy Series

In 2004, GPIQWG embarked on a mission to put together practical guidance on how to develop a privacy policy. Four years later, this endeavor has resulted in a comprehensive series of privacy, civil rights, and civil liberties resources that, when used in tandem, serve as a well-rounded, comprehensive approach to an agency privacy program. This program is described below.

Step One

Target Executives and Administrators

Using two executive primers, **Privacy, Civil Liberties, and Information Quality Policy Development for the Justice Decision Maker** and the **10 Steps to a Privacy and Civil Liberties Policy**, agency administrators are made aware of the importance of having privacy and civil liberties policies within their agency and are provided with a high-level overview of the ten steps an agency should follow to develop a privacy and civil liberties policy.

Step Two

Guidance for Practitioners

Once an agency administrator decides the agency should have a privacy policy, he or she will task an individual with drafting the policy. GPIQWG developed the **Privacy and Civil Liberties Policy Development Guide and Implementation Templates** (Privacy Guide), which includes the resource **Privacy, Civil Rights, and Civil Liberties: Policy Templates for Justice Information Systems**. These resources are practical, hands-on tools for the justice practitioner charged with drafting the privacy policy. They provide sensible guidance for articulating privacy obligations in a manner that protects the justice agency, the individual, and the public. Also included are recommendations on implementation and training.

Step Three

Self-Assessment

Once a draft policy is developed, GPIQWG assists the practitioner by providing a mechanism to help determine whether the policy meets all of the recommendations contained within the Privacy Guide—the **Policy Development Checklist**.

About Global

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For More Information

For more information about the GPIQWG, contact Christina Abernathy of DOJ's Global at (850) 385-0600, extension 318, or e-mail cabernathy@iir.com.

For more information about other DOJ information sharing initiatives, go to:

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Global Security Working Group (GSWG)

Executive Summary and GSWG Items for the GAC

GSWG Presentation to the Global Advisory Committee (GAC)

Current and future GSWG efforts to be showcased on October 23, 2008, include:

- Update on the Global Federated Identity and Privilege Management (GFIPM) standards development effort.
- Recommendation for an approach to establish a "Federated Security Model" for partnership among organizations (i.e., communities of interest and local, state, and regional entities) for the purpose of exchanging data and sharing resources in a secure and trusted environment.
- Continuing development of the pilot GFIPM Federation as an operational model to demonstrate the minimum requirements needed to be an effective federation.
- Production of a library of technical reference documentation, including Implementation Guidelines, GFIPM Metadata attributes, and Federation Interface Control Document standards for GFIPM projects.
- Development of document templates for establishing a GFIPM Federation governance model, including a set of Policy and Procedure Guidelines, a Governance document, sample Service Provider agreement, and sample Identity Provider agreement.
- Update on current and future GFIPM projects.
- No formal GSWG recommendations requiring membership votes are anticipated at the October 23 meeting.

GSWG Leadership

John Ruegg, Chair

Director, Los Angeles County Information Systems Advisory Body

GSWG Representative to the GAC

About GSWG

GSWG Mission Statement

To foster the trusted sharing of justice information by recommending a security framework and best practices regarding security guidelines, technologies, and procedures.

GSWG Accomplishments

- DOJ's Global Web site
 - + www.it.ojp.gov/GFIPM
 - + www.it.ojp.gov/GSWG
- *Implementing Privacy Policy in Justice Information Sharing: A Technical Framework*
- *Implementing Privacy Policy in Justice Information Sharing: Executive Summary*
- *A Technical Framework Executive Summary*
- *Global Federated Identity and Privilege Management (GFIPM) Metadata Specification, Version 1.0*
- *Global Federated Identity and Privilege Management (GFIPM) Executive Summary*
- *Applying Security Practices to Justice Information Sharing CD, Version 4.0.*

GSWG

GSWG's Objective for 2009

Next year, the GSWG will primarily focus on supporting organizations that would like to implement GFIPM and the Global Privacy Policy Technical Framework. Additional projects involving local, state, regional, and federal participants will provide best practices experience for evaluating and expanding the GFIPM attributes and advancing the integration of SOA services security. Projects involving fusion centers, as well as the CONNECT State-to-State Criminal Justice Portal Integration project, are currently under development utilizing the GFIPM standards.

Project Highlights

Justice Network (JNET) Project

The Commonwealth of Pennsylvania initiated an enterprise-architecture pilot project to implement GFIPM using a commercial product. The contract was approved in late July, and technical staff began integration work at JNET on August 11, 2008. The commercial product is currently operational with the GFIPM reference federation. The formal contract and pilot integration work is expected to be complete by October 31, 2008. JNET's Identity Provider was implemented in July 2008, and JNET is still updating and adding services with its newly implemented Service Provider. JNET would like to continue to add available resources to its entire (34,000-user) JNET user-base.

CONNECT Project

The CONNECT Project will provide the capability for sharing local crime data among the participating states through the integration of their existing criminal justice portals. The states involved in the CONNECT project are Alabama, Florida, Kansas, Nebraska, Tennessee, Utah, and Wyoming. The CONNECT states will meet in early October in Wyoming to discuss project security. During this meeting, the states will discuss in detail the access control policies for a selected number of potential CONNECT data services. As a result, the states will agree to a common set of GFIPM metadata elements and their definitions to be used for CONNECT. The initial pilot rollout will include Nebraska, Wyoming, and Alabama. Alabama will be using Active Directory, and the others will use custom attribute stores.

ARJIS/LA County Project

Los Angeles (LA) County is modifying its Countywide Criminal History Reporting System (CCHRS) to enable access by authorized San Diego Automated Regional Justice Information System (ARJIS) users utilizing the GFIPM justice credential based on NIEM standards. ARJIS has configured an Identity Provider and tested it with the test reference federation, and LA County has configured its Service Provider. LA County plans to also develop a GFIPM federation for its internal county justice agencies information sharing. The ARJIS/LA County Project is expected to go live in fourth quarter 2008.

About Global

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Attachment D

*Global Advisory Committee
Biannual Meeting: Fall 2008*

Global Resolution

Resolution

Global Justice Information Sharing Initiative

WHEREAS, the Global Justice Information Sharing Initiative (Global) was created in 1998 under the Federal Advisory Committee Act (FACA) to serve as an Advisory Committee to the U.S. Attorney General;

WHEREAS, Global serves as the formal vehicle for local, state, and tribal justice entities to provide recommendations to the U.S. Attorney General promoting information sharing and interoperability;

WHEREAS, several hundred representatives from leading organizations within the justice community volunteer countless hours to the Global Initiative through participation on the Global Advisory Committee and Global's five working groups;

WHEREAS, the time commitment and expertise provided by Global's local, state, tribal, and private sector volunteers are immeasurable, both in terms of cost savings and benefits to the justice community;

WHEREAS, Global membership provides a ready cadre of subject-matter experts to support the development of tools, as well as policy and practice recommendations for information sharing to assist the justice and homeland security communities;

WHEREAS, Global assists the U.S. Department of Justice and its bureaus, as well as the U.S. Department of Homeland Security, the Office of the Director of National Intelligence, and the Office of the Program Manger, Information Sharing Environment, in achieving their information sharing missions;

WHEREAS, Committee members report to their respective organizations and constituents to ensure consistent adoption and implementation of Global recommendations and information sharing solutions;

WHEREAS, Global is leading the way in supporting the development of national standards promoting information sharing in the areas of privacy, intelligence, infrastructure, and security;

WHEREAS, Global resources—such as the *National Criminal Intelligence Sharing Plan*, the *Fusion Center Guidelines*, the *Privacy and Civil Liberties Policy Development Guide and Implementation Templates*, and the National Information Exchange Model—are widely recognized throughout the justice and homeland security communities as the blueprints and leading sources of information in their topic areas;

WHEREAS, Global, because of its broad local, state, and tribal representation, is recognized as a credible forum for justice solutions;

WHEREAS, any lapse in funding for this important initiative would result in critical loss of momentum and continuity; delay or halt progress on the development of important tools and guidelines for the justice community; and eliminate an important vehicle for local, state, and tribal input regarding information sharing solutions;

WHEREAS, as a new administration transitions into office and is faced with addressing information sharing challenges, such as protecting privacy and civil liberties; safeguarding our nation's children through information sharing capabilities such as the Amber Alert and the Dru Sjodin National Sex Offender Public Website; protecting the homeland through fusion centers; providing the public with a more efficient, effective commission of justice through national standards that enable sharing between all levels of government in a cost-effective manner; and building strong partnerships across agencies and department lines;

THEREFORE, BE IT RESOLVED and strongly recommended this 23rd day of October, 2008, that the Global Initiative be recognized and strongly supported in a systematic and ongoing manner, through institutionalized funding measures, to further its vital mission and to continue the development of recommendations and solutions that benefit the local, tribal, state, and federal justice communities, and indeed the entire nation.