

**Cuyahoga Regional Information System
Board of Advisors Meeting
April 26, 2012**

Chief Gregory M. Loftus – Chairman
Vice Chairman – Chief David Maine
Chief Richard Walling – Past Chairman

Voting Members Present – 2012

Deputy Chief Norberto Colón – County of Cuyahoga
Chief David Maine – Mayors and City Managers Assn.
Mr. Tom Arnaut - Cuyahoga County Court of Common Pleas
Mr. Michael C. O'Malley – Cuyahoga County Prosecutor
Chief James Brosius – Chagrin Region
Alt. James Dennis – Cleveland PD
Alt. Khisa Hudson – Cleveland Region
Chief Gregory M. Loftus – Cuyahoga Region
Chief Jeffrey E. Robertson - Heights Region
Alt. Lieut. Pat Rhode – Hillcrest Region
Chief Robert C. Miller – Southcentral Region
Chief David Wright – Westshore Region
Chief Tim Malley – Lakewood Police Department

Voting Members Not Present – 2012

Sheriff Bob Reid – Cuyahoga County Sheriff's Office
Chief Chris Kostura – Cuyahoga County Police Chiefs' Assoc.
Chief Richard Bosley - Lorain County Region
Ms. Veronica Perry – Medina County Region
Alt. Lieut. Gary Wolske – Southeast Region
Chief James Foster - Southwest Region

Observers

Chief Thomas Brickman – Euclid PD
Mike Norton – Euclid PD
Jim Savage – Euclid PD
David Grossnickle – Broadview Heights PD
Lieut. Tim Scarbrough – Broadview Heights PD
Andrea Rocco – Cuyahoga County
Linda Wyman – Parma PD
Captain Kim Cornachio – Parma PD
Barb Giffen – REDSS
Veronica Devese – REDSS
Ursula Kaunas – CCISC/REDSS

Excused

Pledge of Allegiance led by Chief Loftus

1. Call to Order – Roll Call

2. Approval of Previous Meeting Minutes

Chief Loftus called for approval of the minutes of the March meeting. Chief Maine moved; Chief Brosius seconded; all in favor.

3. Public Comment

No Comments

4. By-Laws – second reading Vote for adoption

Chief Loftus asked for a motion on the second reading on the By-Laws. Chief Dave Maine made a motion to accept the By-Laws. The motion was seconded by Chief Richard Walling

5. Reports

A. Deputy Chief of Staff – Norberto Colon

CRIS Manager Position – We had a total of 90 applicants – 19 made it through the initial county screening. Once received back from the screening committee we will take the top 4 or 5 that the committee agrees with and interview them and hopefully by the next board meeting we will know who the top candidate is.

County Website – Director Colon encouraged everyone to review the website. He gave an overview of what is published on the website such as minutes and agendas, etc.

ALPR – Director Colon noted that ALPR Agreements were sent out recently. He suggested everyone look at the Agreement and if you have any suggestions or changes you would like made, contact Ursula. You have several options available to you regarding support. Also, there is an attachment to get accounts created. There is also a vehicle entry attachment. This will be monitored very closely. He noted that you should pay close attention to the records retention policy.

LEADS AUDIT – Director Colon noted that he requested for LEADS to come in to do a full technical audit. As a result of the audit, there were 20 findings. Of those 20 there were 4 that they approved leaving 16 that they are asking for resolution. We are in the process of finding resolution to these issues.

By-Laws – They will now go to County Council to formally adopt the new By-Laws and Membership.

AFIS – The work stations are up and working really well.

6. \$5.00 Moving Violation Fees – Ms. Andrea Rocco

Ms. Rocco gave an overview of the process that is being used to track the fees through various agencies. She contacted the Clerk of Court for several agencies and asked for the number of cases that had been adjudicated in 2010 and 2011. Through a public records request she requested how many moving violations have been written by the police officers in the same cities during 2010/2011. She is waiting for a response. Ms. Rocco spoke about a conversation she had with a retired State Auditor and he was able to explain how the audits are done and he shared information with her regarding Cleveland. Ms Rocco is

recommending what we do next is: She will send a letter and specifically ask for the procedures that each Municipality follows to collect the CRIS fees and how that is tracked. If necessary, litigation is certainly possible but would try to avoid that. She asked for direction from the Board on how to proceed. They agreed that a letter should be sent to all Municipal and Mayor's courts. Suggestions were offered up as to the content. Ms. Rocco will write the letter and it will be sent out.

Technology – Captain Jack Hall

Captain Hall did a presentation on REDSS Connect and an extensive overview on what the ACT Committee has been doing. He discussed updates and the costs involved in the updates. Total costs are approximately \$75,000. At our next meeting we are going to be going live with our demonstration. Captain Hall spoke about the many different steps that you have to go through to purchase necessary equipment.

- We are recommending that when the Board makes a decision on spending money that we take several of the procurement steps out and it goes directly from the Board through the Finance Committee to the procurement process. This will streamline the process. This will probably involve some kind of Council and Executive action. The problem is, if we are going to stay on a timeline to make sure this project moves forward quickly, we need a quicker response time regarding purchase issues.
- The second issue that we would like to take to the Board and also make a recommendation to the Executive Board to look at is: We have talked about the Data Warehouse and Exchange Server for exchanging e-mail. We would ask that this Board make some kind of Resolution or Memorandum of Understanding for each User who would want to use the Exchange Server.

There was discussion on Record Retention and responsibilities. There will be more discussion with the Executive Committee and the procurement process.

Open Discussion - None

Chief Maine made a motion to adjourn and the motion was seconded by Chief Walling.

Please note: Next meeting will be **May 24th** at **9:30 AM** at:
High Intensity Drug Trafficking Area (HIDTA) Office
984 Keynote Circle