

**NCJIS SUBCOMMITTEE
WORKING GROUP MEETINGS
SEPTEMBER 2018**

STAFF PAPER

Working Group Topic #1

Proposed process to vet the revisions & additions made to the Nevada Criminal Justice Information Administrative Policies.

PURPOSE

To propose a statewide vetting process of the policies regulating the state Criminal Justice Informational (CJI) systems accesses, use, security and compliance.

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POINT OF CONTACT

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REQUEST OF WORKING GROUP

The Working Groups are requested to review the information included in this paper and provide appropriate comments, suggestions and recommendations to the Advisory Board.

BACKGROUND

Prior to the formation of the Advisory Commission on the Administration of Justice (ACAJ) and their authority to appoint a Subcommittee on Criminal Justice Information Sharing (SB35) the Northern and Southern Technical Subcommittees were instrumental in assisting The Department of Public Safety (DPS), CJIS System Agency (CSA) with JLink system changes, upgrades and policy changes.

In July of 2018, the policies governing the criminal justice systems were updated by the CSA without input from the local or statewide criminal justice user community. NCJIS Compliance Unit (NCU) under the CSA, creates and writes policy based on the need to clarify the implementation of Federal and State rules and regulations governing the criminal justice systems

and its information. Currently, agency coordinators may provide White Papers to elicit change to these policies, however there is no statewide discussions or coordination with agency coordinators.

PROPOSAL 1

Since changes to policy can have both an operational and financial impact on agencies, the Las Vegas Metropolitan Police Department suggests: At a minimum, include the NCJIS Working Groups in the NCJIS Policy revisions. This would include the working group reviewing current policy and making recommended changes and suggestions. For any changes/additions by the Nevada CSA, it would be brought forth through the NCJIS Working Groups. Although the Northern and Southern NCJIS Working Groups are separated by distance and meeting times, both should come together to discuss the policy changes (either through the two chairpersons, tele/video conference, email, in person, etc.). This collaborative approach with the entire State, and the Nevada CSA, will ensure the NCJIS Policy reflects requirements for state and federal mandates, policy requirements that help sustain the NCJIS Network, and the ability for local agencies to meet the compliance requirements.

Creating a structure for policy updates and changes would have a slower change/release date due to involvement of the NCJIS Working Groups. However, it would negate any subsequent revisions needed to address any concerns. For any emergent changes needed, the chairs of the Southern and Northern NCJIS Working Groups would be contacted so they can expedite a meeting with their working groups to provide immediate feedback. This collaborative approach would provide the ability for local agencies to be actively involved in the policy requirements of the NCJIS Network. By understanding local needs, and any issues that would occur with a change to NCJIS policy and the local level, the Nevada CSO is able to make a final decision that works for the best interest of all user terminal agencies.

Scenario/example: Either the Nevada CSA or a local agency has a NCJIS policy change request. It is sent to the Northern and Southern NCJIS Working Groups who review and make recommendations. The Nevada CSO reviews the recommendations from the working groups (who can and should, make a joint recommendation to the Nevada CSO) and makes the final decision with their input and experience. The changes to NCJIS Policy are created, along with a change document that is sent to the Nevada TACs and ATACs.

PROPOSAL 2

The NCJIS Compliance Unit proposes a similar process using the structure set forth by SB 35. A White Paper would be created by an agency and routed to the ACAJ. The ACAJ would direct the appointed Subcommittee on Criminal Justice Information Sharing for a feasibility study on Federal requirements and implementation impacts to law enforcement agencies as a whole. It is also the intent of this unit to maintain compliance of Federal requirements and mimic the release of policy to the FBI CJIS Security Policy (CSP) on a yearly basis. We would ask that minor corrections to policy such as errors and miswording be corrected as found by the CSA when discovered without the use of the policy board processes.

OPTIONS

1. Accept proposal made by the Las Vegas Metropolitan Police Department.
2. Accept proposal made by the NCJIS Compliance Unit.
3. Accept no changes at this time.