MANAGEMENT COMMITTEE

Cliff Diamond, Chair
El Cajon Police Department

Tom Zoll
Carlsbad Police Department

Richard Emerson
Chula Vista Police Department

Lou Scanlon
Coronado Police Department

Jim Maher
Escondido Police Department

Alan Lanning
La Mesa Police Department

Adolfo Gonzales
National City Police Department

Frank McCoy
Oceanside Police Department

Pat Drummy
San Diego Police Department

Bill Gore
San Diego Sheriff’s Department

Paula Robinson
San Diego District Attorney’s Office

Pamela Scanlon
Director, ARJIS

Cynthia Burke
Director, Criminal Justice Research

Kevin Murphy
Director, Technical Services

AGENDA HIGHLIGHTS

• PUBLIC RECORDS REQUEST GUIDELINES

• APPROVAL TO USE ARJIS DATA FOR TRANSPORTATION PLANNING GRANT

• DOMESTIC VIOLENCE SYSTEM UPDATE

• IMPERIAL COUNTY DATA IN ARJIS COPLINK NODE

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**CHIEFS’/SHERIFF’S MANAGEMENT COMMITTEE AGENDA**

**Wednesday, August 1, 2007**

9:30 a.m. - 11:00 a.m.

<table>
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<tr>
<th>ITEM #</th>
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<tr>
<td>1.</td>
<td>ROLL CALL</td>
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<td>2.</td>
<td>APPROVAL OF JUNE 6, 2007 MEETING MINUTES</td>
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<td>3.</td>
<td>PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS</td>
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Members of the public will have the opportunity to address the Management Committee on any issue within the jurisdiction of the Committee. Speakers are limited to three minutes each and shall reserve time by completing a “Request to Speak” form and giving it to the Clerk prior to speaking. Committee members also may provide information and announcements under this agenda item.

**REPORTS**

4. PUBLIC SAFETY COMMITTEE UPDATE (Chief Cliff Diamond) | INFORMATION

Chief Diamond will provide an update on the Public Safety Committee meeting held on Friday, July 20, 2007.

5. PUBLIC RECORDS REQUEST GUIDELINES | INFORMATION

In 1968, the legislature enacted the California Public Records Act (CPRA), Government Code Section 6250-6265. In its findings and declarations, the legislature, mindful of the right of individuals to privacy, declared that access to information concerning the conduct of the people’s business is a fundamental and necessary right of every person in the State of California. In order to balance the individual’s right to privacy with the public’s need to know, certain exemptions to the release of information are specified in Government Code Section 6254 or interpreted by court decision. The Chiefs’/Sheriff’s Management Committee directed ARJIS to work with various city attorneys, county counsel, and SANDAG legal to draft regional guidelines to address public records requests. A draft of these guidelines will be presented.
6. APPROVAL TO USE ARJIS DATA FOR TRANSPORTATION PLANNING GRANT

In FY 2007, SANDAG received a Transportation Planning Grant from Caltrans with the purpose of creating an analysis method that can be used by local jurisdictions to help create safe and secure transit stations. As part of this process, three sources of information to be analyzed include neighborhood data (e.g., Census, land use), environmental design characteristics collected from the field, and crime data. The Criminal Justice Research Division of SANDAG is requesting approval to use ARJIS UCR data for this research. ARJIS staff recommends providing the same data utilized by the public crime mapping application, upon a legal review by SANDAG and the legal counsel who represent the agencies providing the data.

7. DOMESTIC VIOLENCE SYSTEM UPDATE

A 2005 report from the California Attorney General identified four problematic areas in California relating to domestic violence. These areas included: obtaining and enforcing restraining orders; prosecuting misdemeanor domestic violence cases; holding batterers accountable; and law enforcement’s response to health practitioner mandated reports of domestic violence. Concerns with the current mandated reporting process include: physicians do not know which law enforcement agency should receive their mandated report; law enforcement agencies receive illegible and incomplete reports; there is a current and immediate need to standardize the reporting procedure. ARJIS recently received a grant from the National Institute of Justice to enhance the Domestic Violence Communication System (DVCS), which was developed in a partnership with the San Diego Police Department, and presented to this Committee on May 3rd, 2006. By developing an on-line medical reporting component in the DVCS ARJIS seeks to improve the flow of communication between medical personal and law enforcement agencies. ARJIS is seeking approval to move forward with the development of the requirements and associated legal reviews for this new component in the DVCS.

8. IMPERIAL COUNTY DATA IN ARJIS COPLINK NODE

As a result of the action item At the June Meeting the Committee asked Imperial County to put their request in writing to be able to contribute data to the ARJIS COPLINK Node. The letter has been received by ARJIS requesting an interest to pursue this initiative that includes the creation of an MOU and detailed project plan and associated user and technical requirements and specifications. Funding is available through the Department of Homeland Security RISC (Regional Information Sharing and Collaboration) grant to complete these tasks. The Committee is asked to review the letter and recommend next steps to staff.
9. REVIEW OF THE ARJIS INCIDENT FORMS

Results from the review of the standardization of the ARJIS forms and the outcome from the immigration legislation.

10. BUSINESS AND TECHNICAL COMMITTEE UPDATES
    (Lieutenant Michael Lawton and Captain Reginald Grigsby)

    Committee Chairs will be available to update on recent activities and answer questions.

11. UPCOMING MEETING

    The next meeting of the Chiefs/Sheriff’s Management Committee is scheduled for Wednesday, September 5, 2007 at 9:30 a.m., San Diego Police Department, Western Division.

12. ADJOURNMENT
Management Committee Discussion and Actions
Meeting of June 6, 2007

1. Roll Call

Chair Cliff Diamond (El Cajon Police Department) called the meeting to order at 9:30 a.m. See attendance sheet on last page.

2. Approval of April 4, 2007 Meeting Minutes (Approve)

Upon a motion by Chief Richard Emerson (Chula Vista Police Department) and a second by Chief Lou Scanlon (Coronado Police Department), the Management Committee unanimously approved the minutes of April 4, 2007.

3. Public Comments/Communications/Member Comments

Rich Gorman, California Border Alliance Group (CBAG) noted the Office of National Drug Control Policy (ONDCP) has held meetings both regionally and nationally. The ONDCP funds the Domestic Highway Enforcement Interdiction Strategy. New York City has 300 license plate readers (LPR) and has linked them. ONDCP would like to do something similar here in California. All agencies seem interested in sharing fixed and mobile data in and out of the state. The group is looking at various products and trying to develop guidelines to formalize the sharing of information. ONDCP is focused more on narcotics activity. Mr. Gorman is working with ARJIS and the National Law Enforcement Telecommunications System (NLETS). ONDCP has $3 million to do research in this area. There are four to five top LPR vendors and all are compatible. There would be a need for a shared and central base for San Diego, and the suggestion was to use the County Sheriff’s Department or ARJIS.

Chief Scanlon commented that there are already fixed LPR’s at the Mexican border.

Mr. Gorman stated Long Beach, CA has LPRs and the CHP has LPRs on their vehicles, but they do not have the ability to share.

Pam Scanlon (ARJIS Executive Director) stated our goal is to get to a real time query and response but right now agencies are searching batch data that usually is downloaded every 24 hours.
Undersheriff Bill Gore (San Diego Sheriff’s Department) confirmed that each day the Sheriff’s information is downloaded.

Chair Diamond inquired on who is purchasing LPRs. It was noted that the Sheriff’s Department and La Mesa Police Department are purchasing LPRs. Chair Diamond requested that LPRs and sharing of information be put on a future agenda for discussion.

The next topic was a discussion on grants. Most grants require a regional focus. The High Intensity Gang Initiative is similar to HIDTA (High Intensity Drug Trafficking Areas). Ms. Scanlon mentioned the Edward Byrne Memorial Discretionary Grant Program targeting violent crime. ARJIS is proposing participating in a mobile Cal-Gang version on handhelds. Officers in the field with the Gang Task Force will be able to access information with PDA’s. Afterwards, there will be an evaluation done on the project.

Chief Adolfo Gonzales (National City Police Department) and Ms. Robinson agreed that this would be beneficial to the Gang Task Force Officers and support the project.

Pat Drummy (San Diego Police Department) stated the SDPD is focusing on the 3C’s Project.

Ms. Scanlon stated a possibility of using the Byrne Information Sharing grant to get net RMS rolled out to the agencies.

Undersheriff Gore stated the Sheriff’s Department is doing a presentation at the Chief’s/Sheriff’s Association for RMS.

REPORTS

4. PUBLIC SAFETY COMMITTEE UPDATE (INFORMATION)

Chair Diamond noted the Public Safety Committee meeting scheduled for May 18, 2007 was cancelled. The next meeting will be held on June 15, 2007.

5. COPLINK UPDATE (INFORMATION)

Pam Scanlon provided a handout on COPLINK training. 300-400 people have registered for the training. She encouraged other agencies to sign up for the sessions.

6. IMPERIAL COUNTY DATA IN THE SAN DIEGO COPLINK NODE (DISCUSSION/POSSIBLE ACTION)

Rich Gorman discussed the proposal of adding Imperial County’s incident data to the San Diego COPLINK node. One of the BorderSafe grant goals is to support Imperial County gaining access to COPLINK. This is consistent with ARJIS sharing with Orange County, LA County, Phoenix and Tucson. All departments in Imperial County are using the SPILLMAN system. There is also a grant from the State Office of Emergency Services (OES) for $500,000 to Imperial Valley to get a radio communication system. The next step is to lease 100 mobile data terminals to do queries in the field. This proposed expanded COPLINK node will link to other areas: LA County, Orange County, Tucson and Phoenix.
Ms. Scanlon stated that ARJIS has a COPLINK node in production and the grant has authorized $160,000 to interface with the Imperial County data so they can contribute data to the ARJIS COPLINK node. They currently have ARJISNet access at the LECC, FBI, and ICE offices.

Chief Emerson proposed they submit the request in writing.

Mr. Gorman stated that access through ARJIS is through the LECC. The intention is not to cost ARJIS anything. They will be using OES monies for their network upgrade and MCT leases; and BorderSafe grant money for the COPLINK interface.

Chief Emerson made a motion to request a submission in writing from the Imperial County Sheriff to request access with the focus towards a merger. Chief Gonzales seconded the motion and all were in favor.

7. ARJIS ENTERPRISE UPDATE (INFORMATION)

Bob Kaelin (MTS Consultant) stated the ARJIS Core Working Group had met a couple of times and did a great job reviewing the eight major needs assessments that were previously conducted, completing a gap analysis, and assisting with completing the Needs Assessment for the Enterprise ARJIS project.

Chair Diamond stated the goal was not to do another needs assessment and thanked the MTS consultants for not repeating the work that has already been done. He noted that Captain Reginald Grigsby (Oceanside Police Department) called him and had positive comments regarding the group’s actions.

Chris Haley (San Diego Police Department) and Commander Mike Lawton (Coronado Police Department) also gave positive comments.

Undersheriff Gore stated he was briefed yesterday on the Records Management System (RMS). We keep coming back to ARJIS as a broker for the sharing of regional data.

8. REQUESTED CHANGE TO THE ARJIS INCIDENT FORMS (DISCUSSION/POSSIBLE ACTION)

Currently ARJIS has a field titled “Other ID type and number”. Undocumented persons can be identified by a value that currently exists in this field. Chief Jim Maher (Escondido Police Department) is requesting to make that field a mandatory field to ensure officers capture ID numbers.

Chief Alan Lanning (La Mesa Police Department) asked if “undocumented” meant the person is in the country illegally.

Chief Aldolfo Gonzales stated the correct term should be “undocumented” and not here illegally. United States Border Patrol is responsible for determining legal status.

Ms. Scanlon stated she will provide an update and check on which agencies use the form; and which ones are filling in the field.
Chair Diamond requested that this item be put back on the agenda in two months to see if legislators approve the immigration bill in Washington, D.C. and also to check on the different forms available to capture this information. There may also be a need to train officers when capturing this information.

9. BUSINESS AND TECHNICAL COMMITTEE UPDATES (INFORMATION)

A joint meeting of the Business and Technical Committees was held on May 16, 2007 at Escondido Police Department. Minutes of the meeting were handed out.

10. UPCOMING MEETING (INFORMATION)

Due to the July 4, 2007 holiday, the next meeting of the Chiefs'/Sheriff’s Management Committee is scheduled for Wednesday, July 11, 2007 at 9:30 a.m., San Diego Police Department, Western Division.

11. ADJOURNMENT

The meeting was adjourned at 10:43 a.m.

Key Staff Contacts: Pam Scanlon, (619) 699-6971; psc@sandag.org
Cynthia Burke, (619) 699-1910; cbu@sandag.org
# ARJIS CHIEFS'/SHERIFF’S MANAGEMENT COMMITTEE ATTENDANCE

**June 6, 2007**

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<td>SANDAG</td>
<td>CRIMINAL JUSTICE RESEARCH DIRECTOR CYNTHIA BURKE</td>
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**Guests:** Chris Haley, San Diego Police Department; Kevin Murphy, SANDAG; Rich Gorman, CBAG (California Border Alliance Group); Bona Nasution and Bob Kaelin, MTG Consultants

**Staff:** Barbara Jean Harris and Audrey Radi (ARJIS)