

# 2003 Mid-year Overview

# **SEARCH Activities**

• January - June 2003 •

■ <b>At-a-glance</b> .....	<b>Page 1</b>
■ <b>Technical Assistance</b> .....	<b>Page 2</b>
Operational Systems Support .....	2
Integrated Justice Information Systems .....	2
Law and Policy/NCHIP .....	2
COPS MORE .....	3
ICAC .....	4
■ <b>Training</b> .....	<b>Page 4</b>
Justice Agency Training .....	4
ICAC Task Force Training and Activities .....	5
Other Training Activities .....	5
■ <b>Integrated Justice Activities</b> .....	<b>Page 6</b>
■ <b>Surveys</b> .....	<b>Page 7</b>
■ <b>Conferences, Symposia, Task Forces &amp; Project Committees</b> .....	<b>Page 8</b>
■ <b>IT Clearinghouse</b> .....	<b>Page 8</b>
■ <b>Online Resources</b> .....	<b>Page 9</b>
■ <b>Publications &amp; Corporate Communications</b> .....	<b>Page 9</b>
■ <b>Grants, Contracts &amp; Donations</b> .....	<b>Page 10</b>
■ <b>Congressional &amp; Regulatory Activity</b> .....	<b>Page 11</b>
■ <b>Meetings with Federal, State &amp; Organizational Officials</b> .....	<b>Page 11</b>
■ <b>Staff Presentations &amp; Conference Attendance</b> .....	<b>Page 13</b>
■ <b>Staff Participation in Other Groups</b> .....	<b>Page 15</b>
■ <b>Membership Group &amp; Staff</b> .....	<b>Page 16</b>

## At-a-glance

- SEARCH provided **technical assistance** on more than 100 occasions, 18 of which were on-site and 80-plus of which were in-house. By assistance type, these are as follows ...
  - **General:** Provided on 68 occasions to State, local and Federal justice agencies. The in-house assistance served agencies from 21 states.
  - **Integration:** Assistance provided to 6 major integration projects: 2 involving statewide integration efforts, 1 regional, and 3 local. This involved 6 onsite technical assistance visits, and multiple in-house assistance efforts.
  - **Law and Policy/NCHIP:** Provided 4 on-site and multiple in-house technical assistance efforts.
  - **COPS MORE:** Provided 4 technical assistance efforts (2 on-site, 2 in-house).
  - **ICAC:** Provided 5 technical assistance efforts to agencies in 3 States (1 onsite, 4 in-house).
  - **JIEM:** Provided 5 onsite assistance efforts and 9 in-house assistance efforts to agencies in 11 states.
- SEARCH **training** was provided to hundreds of justice professionals and students nationwide. Among SEARCH training activities were ...
  - 12 training courses that served over 200 justice officials from multiple states and 1 foreign country.
  - Hundreds of justice practitioners attended SEARCH training at conferences.
  - 6 training sessions provided to 114 representatives of ICAC Task Force units.
  - Four JIEM certification training courses were provided to 63 justice agency and private-sector officials.
- SEARCH developed and administered or oversaw **3 surveys** of the states.
- **3 conferences or workshops** were presented, drawing hundreds of attendees, and 2 SEARCH-related **project committees or task forces** met.
- **SEARCH online resources** provided through the IT Clearinghouse are being reengineered.
- SEARCH **published** or prepared nearly 2 dozen documents.
- SEARCH submitted applications for **7 grants or contracts**, all of which are pending.
- Staff held 33 **meetings** with Federal, State and organizational officials.
- Staff attended 23 **conferences** at which they made presentations or attended educational or training seminars.
- Staff participated as **members of 23 justice-related groups**, committees or task forces.
- The **Membership Group** and Board of Directors held 1 major meeting, and the Board Finance Committee met once. Members approved **2 major resolutions**.
- SEARCH welcomed **7 new State-appointed Members and 2 new staff**.

# Technical Assistance

## Operational Systems Support

- Operational Systems Support in-house technical assistance was provided on **68 occasions to agencies in 21 States and the Federal government**. This assistance addressed a range of computer and Internet forensics, technology, equipment and procedural issues, including:
  - Internet service provider, chat room and email identification issues
  - Search warrants for cases with possible computer involvement
  - Password bypasses and encrypted files
  - Identity theft and online fraud
  - Virtual private network connectivity
  - Installing forensic systems and conducting forensic examinations
  - Firewall issues
  - Online investigations into terrorist threats, online fraud, etc.
  - Equipment purchases and freeware
  - Trojan horse viruses, etc.

## Integrated Justice Information Systems

- SEARCH provided Integrated Justice Information Systems (IJIS) technical assistance to **6 integration efforts**, 2 statewide, 1 regional and 3 local. SEARCH staff:
- Facilitated the efforts of the Mid-Atlantic Justice Information Consortium, which is implementing a process for defining critical justice information that can be shared among states. (2 site visits)
  - Helped the Georgia Council of Superior Court Judges develop an agenda for the Georgia Integration/Information Sharing Summit. Staff also presented on information sharing efforts at the summit. (1 site visit, 1 in-house TA)
  - Helped the Missouri Office of Prosecution Services to plan for integration, including alternative development strategies, cost considerations and vendor issues. (1 site visit.)
  - Met with the Davidson County (TN) Justice Information System agency to discuss the planned consolidation of data centers in the county and creation of Service Level Agreements. (1 site visit.)
  - Assisted the efforts of the Hoover (AL) Police Department to determine hardware and software requirements, and to develop a needs analysis and action plan. (1 site visit.)
  - Reviewed the Watertown (MA) Police Department RFP for an automated field-reporting system.

## Law and Policy/NCHIP

- Law and Policy and National Criminal History Improvement Program (NCHIP) **on-site technical assistance** was provided on **4 occasions**. Staff ...
  - Assisted the Louisiana Court Administrator and other Louisiana Criminal Justice Information System Project staff with the state's plan to issue an RFI/RFP for its Integrated CJIS, and assisted with its posting online.

- Prepared a report for the South Carolina Law Enforcement Division that focuses on a review of its repository operations, requirements for a replacement AFIS, participation in the National Fingerprint File (NFF) program, and proposed statutory changes to improve task efficiency associated with the state’s Sex Offender Registry.
  - Assisted U.S. Government Accounting Office researchers who are investigating delays in fingerprint forwarding between arrest and repository receipt, and between arrival at state repositories and transmittal to the FBI.
  - Presented on Illinois’ initial reconciliation of the uniform rap sheet to some members of the Joint Task Force on Rap Sheet Standardization.
- **In-house** Law & Policy/NCHIP assistance was provided on numerous occasions, including the following, during which SEARCH staff:
- Helped the Nebraska State Patrol to revise personnel policies by disseminating a questionnaire to 12 states, seeking information on staffing, salaries, promotion policies and other issues.
  - Assisted the Kentucky State Police in clarifying the roles and responsibilities of control terminal agencies and the cost-sharing arrangements between local users and CTAs.
  - Helped SEARCH’s Michigan Member with information on fees charged by states to conduct noncriminal justice background checks.
  - Provided information to the Arkansas Crime Information Center Criminal History Division on the levels of access to criminal history records in various states.
  - Provided information to the California Department of Justice (DOJ) regarding the routing of criminal and noncriminal justice Interstate Identification Index record requests from law enforcement agencies to the FBI.
  - Conducted an email survey of the states for the California DOJ regarding dissemination of national background check results by state criminal history repositories to private entities.
  - Provided NFF contact data to the Connecticut Judicial Branch.
  - Provided *National Child Protection Act* information to the Illinois State Police.
  - Visited the Indiana State Police headquarters to gather information for an arrest reporting study.

## COPS MORE

- SEARCH undertook technical assistance activities under a grant for the Community Oriented Policing Services Making Officer Redeployment Effective (COPS MORE) program.
- Staff provided **2 on-site technical assistance efforts**, assisting the San Francisco (California) Police Department Planning Division to determine the scope of the department’s new technology planning initiative, and the Orange County (Florida) Sheriff’s Department with 311 planning and implementation, particularly seamless integration of animal control with operations.
  - Staff provided **2 in-house technical assistance efforts** to the August State University (Georgia) Police Department and the Bremerton (Washington) Police Department regarding equipment purchase issues and policies and procedures.

- Other COPS **assistance-related activities** under progress by SEARCH are as follows:
  - SEARCH organized and held a 2002-03 **TA Conference Series: Planning, Purchasing and Managing Your Technology initiative**. Two conferences were held in 2003. A San Diego conference in February drew 114 law enforcement personnel from 26 states. An Atlanta conference in March drew 120 personnel from 32 states.
  - Staff made two **presentations** at the Second Annual COPS National Conference in Washington, D.C. Over 1500 law enforcement officials and COPS grantees attended. Staff's presentations were on "Law Enforcement Technology: New Challenges and Opportunities for Success" and "Using Science and Technology to Support Homeland Security Efforts."
  - SEARCH produced a **video** for the COPS Office, *Mission Critical: Fighting Crime with Information Technology*, which was a finalist in the prestigious Telly Awards, which honor TV, commercial and video industry excellence.

## ICAC

Staff conducted a comprehensive, four-day **onsite technical assistance** session on topics related to online investigations and forensic examinations for the Hawaii Internet Crimes Against Children (ICAC) Task Force. Staff also provided **in-house TA** on four occasions: to the Hawaii ICAC Task Force twice, to the U.S. Postal Inspection Service in Massachusetts, and to Boulder County, Colorado. (See Page 5 for other ICAC Task Force Training and Technical Assistance activities.)

# Training

## Justice Agency Training

- SEARCH Training Services staff presented **12 training courses** to **more than 200 justice officials** from **multiple States** and **1 foreign country**; these trainees represent dozens of different local, State and Federal agencies (including the Department of Homeland Security, U.S. Marshal's Office, U.S. Secret Service, U.S. Customs Service, U.S. Postal Inspection Service, the U.S. Army and Internal Revenue Service, as well as Scotland Yard and the Cambridgeshire Constabulary in the United Kingdom).
- Hundreds of justice practitioners attended SEARCH **training sessions provided at national and State conferences**.
- Of these **12 courses**, **9 courses** were taught at SEARCH's training facilities in Sacramento, CA, and **3 courses** were taught at sites in Wisconsin, Indiana and Florida.
- Training was offered on these topics: *Basic LAN Investigations*, *Seizure and Examination of Microcomputers*, *Investigation of Computer Crime*, *Investigation of Online Child Exploitation, Level I*, and *Advanced Internet Investigations*. A special one-day class was provided to the U.S. Department of Forestry on Internet investigations.
- Training Services staff **made presentations or served as faculty** at 4 conferences, workshops and other training programs:
  - California District Attorneys Association's Internet-Facilitated Violent Crime Conference, "Identifying Your Suspect in an On-Line World," San Francisco, CA.

- Colorado Association of Computer Crime Investigators Conference, presentation on registry analysis and Internet residue, file servers and Internet relay chat, and email tracing, Colorado Springs, CO.
- Los Angeles Police Department Law Enforcement and Private Sector Conference, presentation on technology-related forensics issues, Los Angeles, CA (100+ attendees).
- California Peace Officer Standards and Training Institute of Criminal Investigation presentation on Internet Protocol address training, attended by 26 law enforcement personnel.

## ICAC Task Force Training and Activities

SEARCH provided training and technical assistance to **ICAC Task Force** units nationwide:

- **Training.** SEARCH conducted **6 training courses** for members of ICAC Task Force units representing 12 states. The courses drew 114 students and were held in Colorado, Hawaii, Maryland, Massachusetts, New Hampshire and Texas. Three courses were offered: *Investigation of Online Child Exploitation, Level I and Level II*, and *Digital Media Analysis*.
- **Technical Assistance.**
  - Staff conducted a comprehensive, four-day **onsite technical assistance** session on online investigations and forensic examinations for the Hawaii ICAC Task Force.
  - Staff also provided **in-house TA four times:** to the Hawaii ICAC Task Force twice; the U.S. Postal Inspection Service, Massachusetts; and Boulder County, Colorado.
  - At the invitation of, and with staff of the Office of Juvenile Justice and Delinquency Prevention (OJJDP), U.S. DOJ, SEARCH staff participated in an onsite assessment of the **Hawaii ICAC Task Force** to determine training needs and appropriate computer forensics training courses.
- **Presentations.** Staff conducted an Internet safety class for middle and high school youth and their parents in Sacramento, California.

## Other Training Activities

- **Prosecutor CD-ROM.** SEARCH delivered the California High-Technology Crimes Prosecutor Resource CD-ROM and instructional brochure, prepared under contract to the Sacramento Valley Hi-Tech Crimes Task Force. The CD-ROM provides an email tracing and prosecutorial enforcement tool for California prosecutors.
- **Television and Video.**
  - Staff worked with the California Commission on Peace Officer Standards and Training to produce a one-hour TV program, “Digital Crime – Digital Terrorism” for airing on the closed-circuit Law Enforcement TV Network (LETN).
  - Staff was featured in a LETN video designed to provide first responders and new investigators with an orientation and introduction to computer forensics.
  - Staff was interviewed by an ABC affiliate TV station in Honolulu, Hawaii, about the scope of online child exploitation and protecting children from online predators.
- **Other.** As a National White Collar Crime Center Subject Matter Expert Team member, staff helped develop email tracing and email forensics materials for law enforcement training.

# Integrated Justice Activities

## Justice Information Exchange Model (JIEM) Project

- Staff created a new **Certification Program** consisting of a three-day training course on the JIEM Modeling Tool© and a certification exam, with an emphasis on training private-sector companies. The Certification Program was developed in conjunction with the IJIS Institute and the Bureau of Justice Assistance, U.S. DOJ.

The four trainings drew 63 participants and were held in Sacramento, CA, twice; Washington, DC; and Chicago, IL. Justice agency officials from Arizona, California, Georgia, Illinois and Iowa and attended these courses and received certification, as did officials from 26 private-sector technology companies.

- **Onsite Technical Assistance:**
  - Staff met with Illinois Criminal Justice Information Authority staff to review information the site had entered into the JIEM Modeling Tool. Staff presented on the progress made on Justice XML standards and helped ICJIA staff validate JIEM data.
  - Staff visited Jefferson City, Missouri, to provide an onsite JIEM training program to a group of public sector employees and private consultants. Thirteen participants were certified on the JIEM Modeling Tool, including employees of 5 Missouri State agencies, 2 Missouri associations, and 2 private-sector companies.
  - Staff provided a review of the JIEM methodology and modeling tool, and proctored the JIEM certification examination for an employee of Justice Systems, Inc., in Albuquerque, New Mexico.
  - Staff provided a presentation on JIEM and its relationship to the national Justice XML standards efforts, to the Maryland Department of Public Safety and Correctional Services Architecture Committee and the Montgomery County CIO.
  - Staff presented on JIEM and its relationship to the national justice XML standards efforts, to the Maricopa County (Arizona) Data Dictionary Committee.
- Staff provided **technical assistance and information to 9 states** on JIEM methodology and synchronization of the JIEM information dimension with national data exchange standards efforts and Justice XML JXDD Version 3.0. The information was provided to agencies and justice information sharing projects in Arizona, California, Connecticut, Illinois, Maine, Maryland, New York, Pennsylvania and Vermont.
- Made **4 presentations** regarding the JIEM and JIEM Tool, and its relationship to national Justice XML standards efforts:
  - at a meeting of the Industry Working Group in Melbourne, Florida
  - to the Law Enforcement Information Technology Standards Council in Washington, D.C.
  - to the Missouri Supreme Court in Jefferson City, Missouri
  - to the International Association of Chiefs of Police Law Enforcement Information Management Conference in Greensboro, North Carolina.
- Staff collaborated with Georgia Technical Research Institute on the design of the next generation of the JIEM Modeling Tool. (3 meetings)

## Justice XML

- At the request of the Office of Justice Programs (OJP), U.S. DOJ, staff prepared an initial draft of a **Justice XML Reference Model Concept Brief** targeted to policymakers and high-level justice officials. The brief will enhance the definition of the Justice XML Service Model and illustrate it through explicit Use Cases. It will also focus on the connection between the JIEM Modeling Tool and the Justice XML Registry/Repository.
- Staff worked with the XML Structure Task Force and GTRI on the development of the **Justice XML Data Dictionary** Version 3.0, released in Spring 2003 by the Global Infrastructure/Standards Working Group (GISWG).
- Staff continued to work with the XML Structure Task Force and GTRI in connection with the beta release of the **Justice XML Data Model (JXDM)** Version 3.0. Members of the XSTF share the responsibility of responding to inquiries related to the JXDM 3.0, and are developing a strategy for life cycle maintenance, including versioning of the JXDM.
- Staff participated in the Global Security Working Group and chaired the Justice XML Security Subcommittee. The working group and subcommittee are developing recommendations for minimum information systems security standards for justice agencies considering the deployment of justice XML-based systems.

## Intergovernmental Partnership Forum

- SEARCH began its involvement with the *Intergovernmental Partnership Forum: Pursuing Partnership Opportunities to Promote Information Sharing*, hosted by OJP. The forum plans to facilitate partnerships across intergovernmental lines to pursue increasing justice information sharing.

## Symposium

- SEARCH staff began planning for the *2004 Symposium on Integrated Justice Information Systems — Supporting the Homeland*, a joint effort of SEARCH and the Bureau of Justice Assistance (BJA), U.S. DOJ, to be held March 22-24, 2004, in Washington, D.C. Staff has prepared and mailed a “save the date” postcard, and developed an informational Website page.

## Publications

- SEARCH published an integration *Case Study*, “Metro/Davidson County, Tennessee, Criminal Justice Information System: Project Overview and Keys to Success.”

---

## Surveys

---

SEARCH conducted the following national surveys:

- An email survey of the states for the California Department of Justice regarding dissemination of national background check results by state criminal history repositories to private entities.

- An email survey of all state repositories asking about state practices and laws that govern screening practices within the states for the National Crime Prevention and Privacy Compact Council. The survey is part of a Compact Council study into the possible use of private contractors to perform noncriminal justice background checks.
- An email survey of all central state repository directors to determine the extent to which the repositories and other agencies in each state may be able to assist the Transportation Security Administration in fingerprinting holders of commercial drivers licenses who hold or apply for hazardous materials endorsements and forwarding those to the FBI for criminal history record checks.

## Conferences, Symposia, Task Forces & Project Committees

- SEARCH held two *Technical Assistance Conferences on Planning, Purchasing and Managing Your Technology Initiative*. The conferences, in San Diego and Atlanta, drew 114 personnel from 26 states (San Diego) and 120 personnel from 32 states (Atlanta).
- SEARCH held an invitation-only conference and workshop, *Court-Criminal History Repository Partnership Amid Heightened Homeland Security Concerns*, in San Francisco, CA. It drew more than 150 criminal record managers and court administrators from justice agencies in 48 states and Puerto Rico.

### *Other meetings:*

- The **JTEM Project Steering Committee** held 2 meetings in Sacramento, CA, and Washington, DC, which SEARCH coordinated and staffed.
- The **National Task Force on the Role of the Private Sector in the Use of Management of Justice Information** held 1 meeting in New York, NY, which SEARCH coordinated and staffed.

## IT Clearinghouse

The **IT Clearinghouse** provides the criminal justice community with online access to a host of justice information resources, including impartial information on available software solutions and a comprehensive, interactive database of justice agency RFPs. IT Clearinghouse staff are in charge of oversight of the SEARCH Website and of responding to inquiries for technical information.

SEARCH is working with Blackstone Technology Group, Inc. to **significantly reengineer** its National Clearinghouse for Criminal Justice Information Systems database. The project will merge data from our Automated Index of Criminal Justice Information Systems with the Information Technology Acquisition Database. The new fully integrated, Web-based database will improve its sophistication, functionality and usability, creating a “one-stop shop” for justice agencies seeking IT solutions and procurement assistance.

## Online Resources

- SEARCH's **informational, project, conference and resource Web pages** include:
  - **Informational/Programs Related:** SEARCH Corporate pages; Members-only section; Technical Assistance; Training Services; Policy Resources; Publications; Job Listings.
  - **Special Projects/Programs:** Integrated Justice Information Systems; Justice Information Exchange Model Project; Law Enforcement IT; National Sex Offender Registry Assistance Program; National Criminal History Improvement Program; Justice Information Policy Assistance; National Crime Prevention and Privacy Compact and III/NFF; Policy Surveys.
  - **IT Clearinghouse:** IT Clearinghouse; Automated Index of Criminal Justice Information Systems; IT Acquisition Database; IT News Desk; Event Calendar.
  - **Conference-related:** 2004 SEARCH Symposium (active). Links to past conferences, symposia and workshops dating back to 1994.

## Publications & Corporate Communications

Staff published, prepared for publication or were involved in the development of **nearly 2 dozen documents** and numerous other published materials:

- **6 issues, *SEARCH Update*.**
- **Wrote, edited and designed 2 reports published and disseminated by SEARCH:**
  - *Court Business Process Enhancement Guide: An Aid for Process Improvement and Process Reengineering for Judges, Court Managers, and Court Information Technology Directors*
  - *Case Study series:* "Metro/Davidson County, Tennessee, Criminal Justice Information System: Project Overview and Keys to Success."
- **Wrote, edited and designed 4 reports submitted to the U.S. DOJ to publish:**
  - *Drug Court Monitoring, Evaluation and Management Information Systems: National Scope Needs Assessment. Published.*
  - *Supporting the Drug Court Process: What You Need to Know for Effective Decisionmaking and Program Evaluation. Published.*
  - *Public Domain Drug Court Software: Functions and Utility. Published.*
  - *Compendium of State Privacy and Security Legislation: 2002 Overview. Pending publication.*
- **Participated in the development of 4 reports published or to be published by related groups:**
  - "*Measuring Progress: A Summary of Key Milestones in Support of Integrated Justice,*" a Special Report prepared for the National Governors Association. Will be part of larger document to be published by BJA.

- 2003 revisions to “A Safer Nation: Improving Criminal Background Screening for Volunteers and Positions of Trust,” prepared for the National Crime Prevention and Privacy Compact Council.
  - *Justice XML Concept Brief*, to be published by the Office of Justice Programs, U.S. DOJ.
- **1 publication is in progress of being written, edited and designed:**
- *Measuring the Success of Integrated Justice: A Practical Approach*, a SEARCH issue brief to be published under funding from BJA.
- **Meeting/Conference/Symposia Marketing:** Prepared an initial marketing postcard for *2004 Symposium on Integrated Justice Information Systems — Supporting the Homeland*, and produced marketing or presentation collateral for other SEARCH events.
- Communications staff also:
- Assisted in the editing, preparation and publication of **5 technical assistance reports** documenting findings and recommendations of on-site TA visits to agencies in Kansas, Georgia, Nevada, Texas and Missouri.

## Grants, Contracts & Donations

### *Grant Submissions*

- SEARCH submitted a \$1.987 million cooperative agreement to BJA, U.S. DOJ, covering technical assistance and training activities, as well as a national symposium on integrated justice information systems in 2004.
- SEARCH submitted a cooperative agreement to the COPS Office to hold two training conferences in fall 2003 and spring 2004 for those COPS grantees that received a congressional earmark.
- SEARCH submitted an application for a cooperative agreement with the COPS Office to produce and publish four additional Law Enforcement Tech Guides, focusing on Information Integration and Interoperability, Technology for Small and Rural Police Departments, Developing Performance Measures for Law Enforcement Agencies, and one guide to be determined.
- SEARCH submitted a supplemental application to the ICAC grant to the Office of Juvenile Justice and Delinquency Prevention, U.S. DOJ. Under the 9-month, \$400,000 agreement, SEARCH would conduct eight hands-on technical training courses to ICAC Task Force units nationwide, and fulfill four onsite TA visits.
- SEARCH submitted an application for a 9-month, \$750,000 grant to BJA to continue the Planning for Integrated Justice Information Systems (JIEM Project). The grant would continue use of the JIEM Modeling Tool© in new jurisdictions, convert the JIEM Certification Program for Internet use, and fund new software and research efforts.
- SEARCH submitted a \$500,000 cooperative agreement application to BJA to provide training to U.S. Secret Service electronic crimes task forces. There will be nine, 36-hour training courses, to be held in Los Angeles, San Francisco, Washington, D.C., Miami, Chicago, Boston, Las Vegas, New York City and Charlotte, North Carolina.

**Contract Submissions**

- A contract award from the University of Mississippi is pending to produce a prosecutor resource CD-ROM that will focus on Internet Relay Chat.

**Donations**

- Microsoft Corp.'s Community Involvement Fund donated software valued at nearly \$400,000.

## Congressional & Regulatory Activity

- SEARCH provided **written comments** in early July regarding the Department of Homeland Security/Transportation Security Administration's release of an Interim Final Rule on hazardous materials endorsements to commercial drivers' licenses.
- SEARCH submitted **written testimony** seeking support for its National Technical Assistance and Training Program in the Fiscal Year 2003-04 Byrne discretionary program appropriation for BJA. The testimony was submitted to the House and Senate Appropriations Subcommittees with oversight of Commerce, Justice, State, the Judiciary and related agencies.
- SEARCH **Members from these 24 States sent letters** to their U.S. Senators and/or Representatives in support of continued funding for SEARCH's National Technical Assistance and Training Program:
  - Alabama
  - Alaska
  - Arizona
  - California
  - Colorado
  - Hawaii
  - Illinois
  - Iowa
  - Kentucky
  - Louisiana
  - Maryland
  - New Hampshire
  - New Mexico
  - New York
  - North Carolina
  - Ohio
  - Rhode Island
  - South Carolina
  - Texas
  - Vermont
  - Virginia
  - Washington
  - West Virginia
  - Wisconsin

## Meetings with Federal, State & Organizational Officials

Staff held 33 **meetings with Federal, State and organizational officials:**

*January 2003: 6 Meetings*

- Staff met with a research manager of the California DOJ Statistical Analysis Center to review SEARCH's plans to develop and administer an automation survey, Sacramento, CA.
- Staff met with staff of the Georgia Technical Research Institute (GTRI) to explore JIEM project collaboration, Atlanta, GA.
- Staff met with members of the National ICAC Task Force Board of Directors, San Diego, CA.

- Staff participated in a meeting of the National Crime Prevention and Privacy Compact Council's Standards Committee.
- Staff attended a meeting of the Information Systems Security Association (ISSA), Sacramento, CA.
- Staff participated in a meeting of the Northern California Chapter, High Technology Crime Investigation Association (HTCIA), Sacramento, CA.

*February 2003: 3 Meetings*

- Staff met with the National ICAC Task Force Board of Directors' Training Committee to collaborate on a boot camp training course, Seattle, WA.
- Staff participated in these meetings: the Global Infrastructure/Standards Working Group and its Emerging Technologies and Infrastructure Committees, and the XML Structure Task Force, San Francisco, CA.
- Staff participated in a meeting of the Law Enforcement Information Technology Standards Council, Washington, DC.

*March 2003: 6 Meetings*

- Staff met with Hawaii ICAC Task Force officials and representatives of the Honolulu Police Department, the FBI and the Office of the Hawaii Attorney General to discuss ICAC and High-Tech Crimes Task Force issues, Honolulu, HI.
- Staff met with GTRI officials to collaborate on the next generation of the JIEM Modeling Tool, Atlanta, GA.
- Staff participated in a meeting of the XML Structure Task Force, Atlanta, GA.
- Staff participated in a planning meeting of the COSCA/NACM Joint Technology Committee focused on coordinating justice system integration activities with planning in judicial organizations, Williamsburg, VA.
- Staff attended a meeting of the ISSA, Sacramento, CA.
- Staff participated in a meeting of the Northern California chapter of HTCIA, Sacramento, CA.

*April 2003: 7 Meetings*

- Staff met with GTRI staff on the design of the next generation of the JIEM software, Sacramento, CA.
- Staff met with GTRI staff on refinements to the JIEM design document, Atlanta, GA.
- Staff met with the Global Infrastructure/Standards Working Group to develop a Justice and Public Safety Business Reference Model for Information Sharing.
- Staff participated in a planning meeting of the Interstate Compact Information Management Systems Planning Project, Lexington, KY.
- Staff participated in the Global Security Working Group meeting to assist in the development of a security document, *Applying Security Practices to Justice Information Sharing*, San Diego, CA.
- Staff participated in a meeting of the Global Web Services Security Task Force, which focused on identifying and discussing security issues for criminal justice agencies that deploy XML through Web services, Washington, DC.
- Staff participated in two meetings of the Sacramento Valley Hi-Tech Crimes Task Force, Sacramento, CA.

*May 2003: 6 Meetings*

- Staff participated in a meeting of the National Crime Prevention and Privacy Compact Council Standards Committee, Pittsburgh, PA.
- Staff participated in a meeting of the Justice Information Sharing Professionals Board, Greensboro, NC.
- Staff participated in a meeting of the Law Enforcement Information Technology Standards Council, Greensboro, NC.
- Staff participated in a meeting of the National ICAC Task Force Board of Directors, Salt Lake City, UT.
- Staff met with Honolulu Police Department and FBI personnel to encourage their participation in the Hawaii ICAC Task Force, and also met with Hawaii Department of the Attorney General staff to discuss development of a High-Tech Crimes Task Force within the department, Honolulu, HI.

*June 2003: 5 Meetings*

- Staff met with OJJDP officials, Alexandria, VA.
- Staff met with GTRI staff, Atlanta, GA.
- Staff presented at the semiannual meeting of the FBI CJIS APB, Cleveland, OH.
- Staff met with U.S. Secret Service representatives to discuss SEARCH training courses to USSS Electronic Crimes Task Forces, Washington, DC.
- Staff presented at a meeting of the National Crime Prevention and Privacy Compact Council, West Yellowstone, MT.

## Staff Presentations & Conference Attendance

Staff made 23 **conference presentations or attended conferences for training or education**. The conferences and meetings are as follows ...

— **January 2003**

- Object Management Group's Integrate 2003 Conference, San Francisco, CA
- **Staff presentation:** South Carolina Law Enforcement Division CJIS User Conference, "Law Enforcement Information Technology: Challenges, Pitfalls and Lessons Learned," Myrtle Beach, SC
- **Staff presentation:** California District Attorneys Association Internet-Facilitated Violent Crime Conference, "Identifying Your Suspect in an On-Line World," San Francisco, CA
- **Staff presentation:** Performance Institute's 2003 National Summit on Law Enforcement Data Systems and Information Management, keynote address on "Best Practices for Law Enforcement IT Planning," Washington, DC
- **Staff presentation:** Industry Working Group meeting, presentation on SEARCH JIEM Project, Melbourne, FL
- Sacramento Valley Hi-Tech Crimes Task Force training on Cygwin Unix environment, Sacramento, CA

- **Staff Presentation:** Sacramento Valley Hi-Tech Crimes Task Force, presentation on the use of ACDSee and SnagIt programs, Sacramento, CA
- **February 2002**
- **Staff presentation:** Global Infrastructure/Standards Working Group, model-driven architecture and the planned interface between the JIEM Modeling Tool and the Justice XML Registry/Repository, San Francisco, CA
  - **Staff presentations:** Colorado Association of Computer Crime Investigators Conference, registry analysis and Internet residue, file servers and Internet relay chat, and email tracing, Colorado Springs, CO
  - National Institute of Justice and U.S. DOJ Computer Crime and Intellectual Property Section Digital Mock Trial, Williamsburg, VA
  - National White Collar Crime Center training on Internet residue and digital media analysis, Boston, MA
  - Symantec Corp. training on Norton's Ghost (a software tool)
- **March 2002**
- Interstate Compact for Adult Offender Supervision Information Systems Working Group meeting, San Antonio, TX
  - **Staff presentation:** National Association for Court Management, "How Technology Helps Court Leaders Overcome Unequal Treatment in the Courts and Justice System," Tucson, AZ
- **April 2002**
- California Union of Safety Employees Workshop on Identity Theft Awareness and Prevention, Sacramento, CA
  - California Commission on Peace Officer Standards and Training instructor certification training, San Diego, CA
- **May 2002**
- **Staff presentation:** Los Angeles Police Department Law Enforcement and Private Sector Conference, technology-related forensics issues, Los Angeles, CA
  - Ilook Investigator training sponsored by National Center for Forensic Sciences, Orlando, FL
- **June 2002**
- Keys to Effective Online Communication: Content and Usability training, Sacramento, CA
  - Annual Conference of Northeastern States Uniform Crime Reporting Programs, Portsmouth, NH
  - Tech Ed 2003, Dallas, TX
  - **Staff presentation:** International Association of Chiefs of Police Law Enforcement Information Management Conference, presentation on JIEM and Justice XML, Greensboro, NC
  - **Staff presentations:** COPS National Conference, "Law Enforcement Technology: new Challenges and Opportunities for Success" and "Using Science and Technology to Support Homeland Security Efforts," Washington, DC

## Staff Participation in Other Groups

Staff participated in **23 other groups, committees or task forces**:

- **Global Justice Information Sharing Initiative:**
  - Advisory Committee: Gary Cooper (served as Chair through April 1)
  - Steering Committee: Gary Cooper (through April 1)
  - Industry Standards Working Group: Catherine Plummer
    - Emerging Technologies Committee: Catherine Plummer
    - Infrastructure Committee: Catherine Plummer
    - XML Structure Task Force: Catherine Plummer
  - Security Working Group: Fred Cotton
    - Web Services Security Task Force: Fred Cotton (Chair), Jim Jolley
- **Joint Task Force on Rap Sheet Standardization:** Owen Greenspan
- **Interstate Compact Information Management System Working Group:** Teri Sullivan
- **Justice Information Sharing Professionals Board of Directors:** Catherine Plummer
- **Intergovernmental Participation Forum: Pursuing Partnership Opportunities to Promote Information Sharing (Office of Justice Programs):** Kelly Harris
- **International Association of Chiefs of Police's Law Enforcement Information Technology Standards Council:** Kelly Harris
- **National Governors Association Justice Information Sharing Advisory Group:** Kelly Harris
- **American Probation and Parole Association Interstate Data Sharing Council:** Kelly Harris, Teri Sullivan
- **High Technology Crime Investigation Association:** Fred Cotton, Keith Daniels, Todd Colvin, Jim Jolley, Glenn Lewis, Chris Sanft
- **OASIS/Legal XML:**
  - **Integrated Justice Technical Committee:** Kelly Harris, Catherine Plummer (Secretary/Webmaster)
  - **OASIS Public Key Infrastructure (PKI) Technical Committee:** Todd Colvin
- **Training representative, National Internet Crimes Against Children Task Force Board of Directors and its Training Committee:** Molly Lake
- **Criminal Justice Editors Group, National Criminal Justice Reference Service:** Twyla Cunningham, Linda Townsden, Lynn McPherson
- **Meeting Professionals International/Sacramento Chapter, President-Elect:** Susan Buntjer
- **National White Collar Crime Center Subject Matter Expert Team:** Todd Colvin
- **Justice and Public Safety Advisory Board to *Government Technology*:** Gary Cooper

## Membership Group & Staff

### **1 SEARCH Membership Group, Board of Directors, and Program Advisory Committee meetings were held, as well as 1 Board Finance Committee meeting:**

- Winter Membership Group, Board of Directors and Program Advisory Committees meetings, Denver, CO, January.
- Board of Directors Finance Committee meeting, Sacramento, CA, May.

### **SEARCH Membership passed 2 resolutions:**

- *Criminal History Record Checks for Purposes Related to Homeland Security.*
- *National Child Protection Act Amendments.*

### **7 New State-appointed Members, January-July 2003 (in order of appointment):**

- **Iowa:** Mr. Steven R. Conlon, Assistant Director, Division of Criminal Investigation, Iowa Department of Public Safety (January)
- **Nevada:** Mr. Daryl Riersgard, Manager, Records and Identification Bureau, Nevada Department of Public Safety (January)
- **Alabama:** Col. W.M. Coppage, Director, Alabama Department of Public Safety (March)
- **Wisconsin:** Mr. David Steingraber, Executive Director, Wisconsin Office of Justice Assistance (March)
- **Colorado:** Mr. Robert Armstrong, Deputy Director, Bureau of Investigation, Colorado Department of Public Safety (May)
- **Texas:** Mr. Michael C. Lesko, Deputy Administrator, Texas Department of Public Safety, Crime Records Service (May)
- **Ohio:** Mr. John E. Monce, Superintendent, Bureau of Criminal Identification and Investigation, Office of the Attorney General (July)

### **2003 Awards and Recognitions:**

- ***O.J. Hawkins Award:*** Mr. Gary R. Cooper, Executive Director, SEARCH
- ***Board of Directors Award for Meritorious Service:*** Lt. Col. Jeffrey Harmon, Deputy Chief, Maine State Police
- **10-year Member Service Recognition:** Mr. Paul Heppner, Georgia
- **20-year Member Service Recognition:** Mark Thompson, New Hampshire
- **25 Doers, Dreamers & Drivers of Information Technology, Government Technology and Center for Digital Government:** Mr. Nick Dedier, California
- **15-year Staff Service Recognition:** Irma Jauregui
- **10-year Staff Service Recognition:** Diane Chin
- **Awards of recognition to retiring Executive Director Gary Cooper:** Global Justice Information Sharing Initiative Advisory Committee (for leadership of committee for four years); Bureau of Justice Assistance certificate of appreciation (for years of contributions and support to BJA); certificates of appreciation from the FBI and its CJIS Advisory Policy Board for years of service and contributions to their organizations; letter of

commendation from the National Crime Prevention and Privacy Compact Council; letter from U.S. Attorney General John Ashcroft, recognizing years of service and dedication.

**2 New Staff Members (in order of hire):**

- Susan Buntjer, Meeting Planner
- Rose Marie Florita, Finance Director

**Staff Appointment (by vote of SEARCH Board of Directors):**

- Mr. Ronald P. Hawley, Executive Director (effective August 1, 2003)

**Staffing Actions:**

- Ms. Sheila J. Barton, Deputy Executive Director for Program Support
- Ms. Kelly J. Harris, Deputy Executive Director for Programs
- Ms. Molly A. Lake, Manager, ICAC Program
- Ms. Laura DeOrio, Programs Coordinator
- Mr. Jon Johnson, Manager, Information Systems
- Mr. Eric Johnson, Acting Director, Law and Policy Program

**Staff Retirements:**

- Mr. George A. Buck, Deputy Executive Director, Administration and Finance Division, 29 years (July 1)
- Mr. Gary A. Cooper, Executive Director, 29 years (August 1)