

**Global Justice Information Sharing Initiative (Global)
Global Privacy and Information Quality Working Group (GPIQWG) Meeting**

Charleston, South Carolina
December 15–16, 2009

December 15, 2009—Meeting Summary

Background, Purpose, and Introductions

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA), and the Global Justice Information Sharing Initiative's (Global) Privacy and Information Quality Working Group (GPIQWG) convened a meeting on December 15, 2009, in Charleston, South Carolina, at 8:30 a.m. The Honorable Anthony Capizzi (Judge Capizzi), Montgomery County, Ohio, Juvenile Court and GPIQWG Chair, led the meeting in furtherance of and alignment with the GPIQWG's *Vision and Mission Statements*.

Chair

The Honorable Anthony Capizzi

*Montgomery County, Ohio, Juvenile Court National
Council of Juvenile and Family Court Judges*

Vice Chair

Mr. Phil Stevenson

Arizona Criminal Justice Commission

Alan Carlson, Esquire

Superior Court of California, County of Orange

Ms. Ayn H. Crawley

*Office for Civil Rights and Civil Liberties
U.S. Department of Homeland Security*

Lieutenant Kathleen deGrasse

Illinois State Police

Barbara Hurst, Esquire

Rhode Island Office of the Public Defender

Erin Kenneally, Esquire

eLCHEMY, Incorporated

Ms. Susan Laniewski (IJIS Representative)

SAL Consulting, LLC

Mr. Michael McDonald

Delaware State Police

Sheriff Michael Milstead

Minnehaha County Sheriff's Office

Lieutenant Leo Norton

Los Angeles County Sheriff's Department

Mr. Dave Russell

NOVARIS

Valerie Sessions, Ph.D.

*Space and Naval Warfare Systems Center
(SPAWAR), Atlantic*

Ms. Cindy Southworth

National Network to End Domestic Violence

Ms. Martha W. Steketee

Independent Consultant

Mr. Carl Wicklund, GAC Vice Chair

American Probation and Parole Association

Ms. Tammy Woodhams

National Criminal Justice Association

Staff

Ms. Christina Abernathy

Institute for Intergovernmental Research

Ms. Terri Pate

Institute for Intergovernmental Research

Welcoming Remarks and Introductions

Chairman Capizzi made introductions around the room and requested input and approval on the September 8–9, 2009, GPIQWG meeting summary. One minor change was recommended, and the meeting summary was accepted as amended. Chairman Capizzi announced that the next GPIQWG meeting would be held on March 23 and 24, 2010, in Washington, DC. He informed the group that the information quality series presented to the Global Advisory Committee (GAC) at the October 21, 2009, meeting was enthusiastically approved and that we were now ready to begin outreach and promotion of the series.

Chairman Capizzi spoke about a new effort to ensure that Global products are useful to the community. A small group has been established to put together a Global standard package that will merge all Global products into a user-friendly standard package for agency use and then determine what resources may still be needed. Through one or more demonstration projects, the usefulness of the standard package will be tested.

Chairman Capizzi provided an overview of the agenda: “Today, we will catch up on the work begun over the last year, get a few updates from Global and related privacy initiatives, talk about how we should market our information quality products, further develop the biometrics primer, explore juvenile justice issues and the recent direction from U.S. Attorney General (AG) Eric Holder, and continue to build on our success stories.”

Global Updates

GAC Vice Chair Carl Wicklund provided an update on key Global and Global-related initiatives. At the October 21, 2009, meeting, the following new products were unanimously approved and will be posted online at www.it.ojp.gov/global:

Global Intelligence Working Group (GIWG) and the Criminal Intelligence Coordinating Council (CICC) products:

- *Establishing a Fusion Liaison Officer Program: A Guidebook and Workbook of Planning and Development Considerations*
- *CIKR Capabilities for Fusion Centers Workshop: Final Report and Recommendations*
- *Comprehensive Preparedness Guide 502: Considerations for Fusion Center and Emergency Operations Center Coordination*

GPIQWG products: The information quality series, indicated in Chairman Capizzi’s announcement.

- *9 Elements of an Information Quality Program*
- *Information Quality Self-Assessment Tool*
- *Information Quality Program Guide*

Mr. Wicklund referred the group to the working group executive summaries in the meeting folders for more information on the current activities of each group. He reminded the group that the Global Executive Steering Committee (GESC) would be holding its annual planning session on January 20–21, 2010, at the Hilton Crystal City, Washington, DC, and that the working group business plans outlining the 2010 Global priorities would be reviewed for GESC approval. The next GAC meeting is scheduled for April 8, 2010, and the GESC meeting for April 7, 2010, at the Embassy Suites, Washington, DC. The 2010 National Fusion Center Conference will be held on February 23–25, 2010, in New Orleans, Louisiana. Several conference tracks will focus on privacy, civil rights, and civil liberties protections, policies, and implementation.

Mr. Wicklund informed the group that Ms. Laurie Robinson has been recently confirmed as the Assistant Attorney General. He then spoke about a recent meeting that was held among several GAC members, Chairman Capizzi included, and AG Holder. The purpose of the meeting was to underscore Global’s imperative of information sharing as the foundation for improving the commission of justice at all levels of government, across all agencies and organizations, and to extend Global’s continued leadership and guidance in support of the AG’s justice priorities. At the meeting, Global leadership reaffirmed Global’s support of the AG’s leadership priorities—such as protecting privacy and civil liberties, suspicious activity reporting, and fusion center efforts—and shared the AG’s particular concern regarding the prevention, intervention, and suppression of youth violence, including gang-associated activities. The AG asked what GAC could do to focus on these issues. As a result of this meeting, GAC

leadership has identified GPIQWG as the group best positioned to analyze and determine whether Global has developed or may develop products to help in this regard.

Mr. Wicklund thanked those who reviewed the *Privacy, Civil Rights, and Civil Liberties Compliance Verification for the Intelligence Enterprise* (Compliance Verification document). He indicated that the language in the introductory material was originally focused on law enforcement and intelligence, but his recommendation was that it be written toward all agencies that handle intelligence, not just law enforcement (e.g., corrections, probation, parole). He stated that if there was an expansion of the verification checklist, this group may be requested to handle the expansion for other entities.

Chairman Capizzi spoke about the Global Outreach Working Group's (GOWG) effort to get Global information out to constituents and added that to support this goal, the group has requested an increase in funds for marketing. GOWG is also identifying all the major publications as vehicles to publicize Global products. The following vehicles for outreach were identified:

- Roll-call/Line-up training
- Line officer training
- Webinars
- Web sites
- Privacy and Civil Liberties Web Portal, <http://it.ojp.gov/PrivacyLiberty>
- Groups that already have an obligation under grant requirements to partner with Global

DHS Office of Civil Rights and Civil Liberties

Ms. Ayn Crawley, Director, Civil Liberties Institute, Office for Civil Rights and Civil Liberties, U.S. Department of Homeland Security (DHS), provided an overview of her office's current initiatives. The Office for Civil Rights and Civil Liberties, in conjunction with the DHS Privacy Office and BJA, has recently begun fulfilling its mandate to provide training for fusion centers on the issue of privacy. Several trainings, composed of eight-hour sessions covering a variety of privacy, civil rights, and civil liberties topics, have been provided, and the training has been well-received. Currently, DHS has approximately 30 requests for training. Training helps fusion centers avoid making some of the same mistakes that others have made in the release of certain information. The Privacy and Civil Liberties Web Portal is a one-stop shop for privacy, civil rights, and civil liberties resources and is continuously being updated. Ms. Crawley stated that she was working with BJA and the Institute for Intergovernmental Research (IIR) to create a training video. The plan is to look at the fusion centers' various levels of maturation and to craft videos about those levels that can be stopped to provide teaching points as needed.

Mr. Dave Russell, biometric subject-matter expert (SME) to GPIQWG and System Manager for NOVARIS, Fairfax County, Virginia, Police Department, suggested that Ms. Crawley consider having someone who is skilled at counterterrorism review the privacy, civil rights, and civil liberties training to proactively determine how it might be used against the United States (e.g., reconnaissance). For example, there have been cases in which law enforcement, fire, or EMS units have been threatened with lawsuits or advocate agency action if emergency preparedness plans (e.g., for airports) were not publicly released. Individuals making such threats may, in fact, be doing reconnaissance work. As a point in law enforcement, being proactive, how can this training or documentation potentially be used against emergency responders and law enforcement (scenario training)?

Status of Other Privacy Efforts

Ms. Christina Abernathy, IIR, provided an update on the fusion center and ISE-SAR policy submissions and reviews and discussed the new review process by DHS Chief Privacy Officer (CPO) Mary Ellen Callahan. The DHS CPO will be reviewing the general fusion center privacy policies to determine whether they meet the ISE Privacy Guidelines criteria—"at least as comprehensive as the ISE Privacy Guidelines." Ms. Abernathy also gave an update on the National Governors Association (NGA) Privacy Policy Academy candidates—CONNECT and Hawaii—which have both submitted privacy impact assessments. CONNECT had already submitted a draft privacy policy for the program, and Hawaii's policy was in development.

Information Quality: The Foundation for Justice Decision Making

Mr. Phil Stevenson, GPIQWG Vice Chair and Director, Statistical Analysis Center, Arizona Criminal Justice Commission, reviewed with GPIQWG members the revisions made to the original *Information Quality: The Foundation for Justice Decision Making* flyer. Changes were made to make it consistent with the rest of the new GAC-approved IQ products. Mr. Stevenson asked the group for suggestions for future IQ series products. Members made the following suggestions: products that speak to smaller agencies, such as the National Institute of Justice's (NIJ) online assessment tool; guidance on transferring biometric information into other records management systems; resources intended not only for law enforcement but also for information technology (IT) personnel; and an IQ checklist for vendors of the top ten things a state or local agency needs to implement its products, inclusive of a signed agreement acknowledging compliance with the IQ standards. Mr. Wicklund recommended that GPIQWG explore the national application of the *Information Quality Self-Assessment Tool*, such as for intelligence, gang violence, and terrorism-related information. Using the assessment tool, GPIQWG can look at information shared at a national level and see how well information quality rates. South Carolina used the NIJ online assessment to assess its sex offender information.

It was suggested that GPIQWG pend the pursuit of this based on the National Crime Information Center's (NCIC) ongoing effort to expand the use, and inclusion of state information in the NCIC database. The strength of NCIC's information is based on the states' ability to get their information into it. There are complex and restrictive rules surrounding the entry of this information, but NCIC is relaxing its entry procedure to make it easier to supply the information. This effort should run its course to correct itself. The Global Intelligence Working Group's (GIWG) gang subcommittee has reached out to NCIC to work together on this effort. Gang information related to IQ is one of the AG's priorities, and Global's resources can be brought to bear to help the interconnectedness of these disparate systems. The assessment tool would give them another metric to see where the challenges are. It should be used for a national effort and aligned with the gang violence priority of the AG. Mr. Wicklund recommended that Global refer to the assessment tool as a vehicle for the GIWG and NCIC partnership.

Action Items:

- Dr. Valerie Sessions will send Ms. Abernathy the NIJ report on South Carolina sexual offender data assessment.
- Ms. Susan Laniewski will send information on the Michigan Live Scan effort to Ms. Abernathy.

Attorney General Focus: Juvenile Youth Violence

As mentioned earlier, Chairman Capizzi stated that AG Holder and Global leaders held a meeting to discuss the AG's priorities for Global. He focused on youth and gang violence and asked what GAC could do to focus on these issues. The AG also brought up the issue of reentry from prison or juvenile detention. As a result of this meeting, a conference call was held to brainstorm how GAC could address the AG's request. GPIQWG is best positioned to analyze and determine whether Global products can help in these issues and what, if anything, GPIQWG and, at large, the GAC can do to support the AG's priorities. GPIQWG needs to critically look at juvenile justice representation on this group, including representation by the Office of Juvenile Justice and Delinquency Programs (OJJDP), as well as (potentially) gang and other juvenile justice subject-matter experts (SMEs) for 2010. GPIQWG was asked by the GESC to spend time debating the issues and determine what GPIQWG can do to assist. GIWG's focus on gang issues will be considered in these discussions. Mr. Tom Clarke, Vice President, Research and Technology Department, National Center for State Courts (NCSC), has been working with several jurisdictions to share between courts and juvenile entities (both from privacy and a technical standpoint). As GPIQWG delves further into juvenile justice issues, it is important that the focus remain on privacy and information quality.

OJJDP has issued a toolkit that includes a privacy impact assessment, guidelines, and a number of pilots that include openness and transparency. It is one of the efforts Mr. Clarke and others are working on. Through one OJJDP grant, there is an ongoing project to develop a juvenile justice domain for the National Information Exchange Model (NIEM). This is currently being vetted. There is also funding to complete pilot projects that deal with juvenile violence and gang violence. One of these is anticipated to be a tribal site.

Forty-one states have signed the Interstate Compact for Juveniles that will develop an automated system for juvenile interstate transfers. It will be fashioned after the Interstate Compact for adult offenders but will take into consideration the unique issues related to juveniles. Mr. Wicklund works closely with this group.

Ms. Tammy Woodhams emphasized that we should not lose sight of the reentry issue. This is a major issue—especially for those who are still under supervision—in order to reduce risk to the community. GPIQWG will look to Mr. Wicklund as an SME for reentry issues.

Action Items:

- Ms. Laniewski will send a copy of the OJJDP toolkit to Ms. Abernathy.
- A meeting will be scheduled in Washington, DC, with OJJDP to discover what efforts are under way or already in existence that may relate to the AG's suggested focus (to avoid duplication and for possible collaboration). [Note: This meeting was later scheduled for March 23, 2010, at 2:00 p.m., EST, with Mr. Jeff Slowikowski, Acting Administrator, OJJDP, as well as Mr. Paul Embley, Chief Information Officer and Director of Technology, National Center for State Courts, to discuss joint efforts. Chairman Capizzi and Mr. Wicklund will be in attendance at this meeting.]

GPIQWG Biometrics

Mr. Stevenson provided an overview of the updates made to the draft biometrics primer from the December 3, 2009, task team conference call. The primer is crafted for a high-level decision maker. The two framework charts provide useful tools for determining, simply, where an agency is with regards to privacy and information quality risks. Tasks during the next day's breakout sessions will include the drafting of scenarios, labeling and structure of the privacy and information quality risk frameworks, and the drafting of transitional and introductory language.

For future biometric products, it may be helpful to consider a model biometrics policy. Since privacy is state-specific, the model could provide a baseline on how ten different states handle privacy and biometrics. A major challenge, however, is that there are different rules for different biometric modalities. For example, can a model for DNA be applied to other biometric modalities? This will be discussed further at the next day's breakouts and the biometrics resource packet information will be utilized, as well as the biometric issues synopsis document, which consolidates the issues solicited from advocate organizations and the GPIQWG biometric SMEs.

2010 GPIQWG Business Plan

Chairman Capizzi stated that annual working group business plans are presented to GESC at its yearly planning meeting for approval. Each working group completes a business plan that outlines its priorities for the level of funding allocated from BJA and the number of meetings per year. As of now, the discussion topics for this meeting will likely shape the priorities for the GPIQWG business plan. These include the biometrics primer, biometric resources for development in 2010, and juvenile youth violence-related products. He noted that the business plan also reviews the membership of the working groups, but this is only for the purpose of evaluating the appropriate representation for the group's focus, inclusive of broad representation from all levels of the justice community. Chairman Capizzi asked the group to review the 2009 GPIQWG Business Plan and send suggestions via e-mail for the 2010 priorities to Ms. Abernathy.

Mr. Capizzi also requested that members continue to send in their success stories to add to the white paper.

Next Steps and Closing Remarks

Chairman Capizzi addressed the debut of the new IQ series and stated that a press release should be developed about these products (if possibly from the AG) to send out to constituents. The release should be able to be customized for use as a news story in the International Association of Chiefs of Police *Police Chief* magazine, for publishing on the OJP Justice Information Sharing Web site, www.it.ojp.gov, and in other publications. GOWG is developing a distribution list of GAC constituents (practitioners), as well as a list of identified magazines and publication contacts, to help with outreach. Mr. Wicklund recommended that GPIQWG work with GOWG to

develop a press release/article(s) to ensure that the outreach has a consistent message. It may be a good idea to ask the sites that piloted the assessment tool to provide quotes/testimonials on their use of the tool and include those in the article.

Action Item: Develop two or three articles in 2010 to highlight the new IQ products, as well as possible efforts in biometrics.

Chairman Capizzi expressed his appreciation for the work and discussions provided in the meeting. Many issues were addressed that will help to frame the next day's breakout sessions. He charged the Biometrics Resource Task Team with finishing the primer and coming up with one or more recommendations on future GPIQWG biometrics products. He also charged the team to discuss juvenile youth violence to develop its recommendations for GPIQWG focus. Finally, Chairman Capizzi reviewed the structure of the breakout sessions with the group.

A summary was provided of that day's action items:

Youth Violence Action Items

- Ms. Laniewski will send the OJJDP toolkit to Ms. Abernathy.
- A meeting will be scheduled in Washington, DC, with OJJDP to discover what efforts are under way or already in existence that may relate to the AG's suggested focus (so as not to duplicate efforts). [Note: This meeting was later scheduled for March 23, 2010, at 2:00 p.m., EST, with Mr. Jeff Slowikowski, Acting Administrator, OJJDP, as well as Mr. Paul Embley, Chief Information Officer and Director of Technology, National Center for State Courts, to discuss joint efforts. Chairman Capizzi and Mr. Wicklund will be in attendance at this meeting.]

Outreach Action Item

- Develop two or three articles in 2010 to highlight the new IQ products, as well as possible efforts in biometrics.

Biometrics Action Items

- Dr. Sessions will send the NIJ report on the South Carolina sexual offender data assessment.
- Ms. Laniewski will send information on the Michigan Live Scan effort to Ms. Abernathy.

The meeting was adjourned at 4:00 pm.

**Global Justice Information Sharing Initiative (Global)
Global Privacy and Information Quality Working Group (GPIQWG) Meeting**

Charleston, South Carolina
December 15–16, 2009

December 16, 2009—Meeting Summary

Background, Purpose, and Introductions

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA), and the Global Justice Information Sharing Initiative's (Global) Privacy and Information Quality Working Group (GPIQWG) convened a meeting on December 16, 2009, in Charleston, South Carolina, at 8:30 a.m. The Honorable Anthony Capizzi (Judge Capizzi), Montgomery County, Ohio, Juvenile Court and GPIQWG Chair, led the meeting in furtherance of and alignment with the GPIQWG's *Vision and Mission Statements*.

Chair

The Honorable Anthony Capizzi

*Montgomery County, Ohio, Juvenile Court National
Council of Juvenile and Family Court Judges*

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NOVARIS

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Ms. Tammy Woodhams

National Criminal Justice Association

Mr. Michael McDonald

Delaware State Police

Staff

Ms. Christina Abernathy

Institute for Intergovernmental Research

Sheriff Michael Milstead

Minnehaha County Sheriff's Office

Ms. Terri Pate

Institute for Intergovernmental Research

Lieutenant Leo Norton

Los Angeles County Sheriff's Department

Welcoming Remarks and Introductions

Chairman Capizzi welcomed everyone back to the second day of the GPIQWG meeting. Mr. Capizzi reminded everyone of their assigned task team priorities. The two task teams are the Biometrics Resources Task Team and the Juvenile Youth Violence Task Team. Members of each team are listed below.

Biometrics Resources Task Team

Phil Stevenson
 Dave Russell
 Leo Norton
 Alan Carlson
 Christina Abernathy
 Erin Kenneally
 Valerie Sessions
 Barbara Hurst
 Mike Milstead
 Ayn Crawley

Juvenile Youth Violence Task Team

Cindy Southworth
 Carl Wicklund
 Chairman Capizzi
 Martha Steketee
 Susan Laniewski
 Tammy Woodhams

The members adjourned into their respective breakout groups and met until 11:30 a.m., EST. They reconvened to provide the following status reports:

Biometrics Resources Task Team

The group determined that, overall, the information provided in the primer was very useful. The following summarizes the revisions made by the task team to the biometrics primer during the breakout session.

Changes to the Biometrics Primer

- Page 1, Framework for Considering Biometric Data Privacy—The references to “mass collection of biometric data” in paragraphs 1 and 2 were reworked to reduce the focus on mass collection. Reword “For example, the mass collection of biometric data can be accomplished without the knowledge or consent of the individuals who are the sources of the information” to the following: “For example, **if** the mass collection **and retention** of biometric data, **such as faces in a crowd**, can be accomplished without the knowledge or consent of the individuals who are the sources of the information, **then the use of that data raises concerns about privacy.**” “In addition, **if** mass collection **and retention** can be undertaken as a proactive preventative tool rather than a response to a predicate”
- Add a reference to the collection of data by private industries, but clarify in the introduction that the target audience for this primer is justice agencies.
- Add as the introduction to the privacy risk framework, “Look at these considerations to determine whether your agency has a privacy issue.”
- Add the term “mission creep” in parentheses to the sentence, “The risk is higher for biometric data than for more traditional information that what is collected will be used for a purpose beyond that which justified the collection (mission creep).”
- Page 2, framework table:
 - Change the title of the chart to “Justice Agency Framework for Understanding Privacy Risk in Biometrics.”
 - Add the following sentence after the framework title: “You have to look at the totality of risks in developing biometric policy and other practical considerations, not only the individual risk factors.”
 - Add a question before Number 7—“Is the information collected by private or public agency?”
 - Delete Number 7 and Number 9 and replace them with Mr. Alan Carlson’s proposed a–d (on page 3).
 - Page 3—break out the low-risk column for d. “How secure is the information?” to be “Information is maintained in a secure environment, a secure format, and secure transmission.”

- Number 5—add directly under Verification “(One-to-one)” and under Identification “(One-to-many).”
- Number 6—Add “such as a special event” to the center question, as follows: “Is the data being collected for a fixed period of time, such as a special event?”
- Move Number 10 after Number 6.
- Number 10—remove the word “personal” and change “Temporary Storage” to “Not Stored or Stored Temporarily.”
- Number 2—change the word “context” to “purpose.”
- Number 12 needs to be expanded out to four or five more lines.
- Page 4, Information Quality framework chart:
 - Insert the additional questions and risk factors that Dr. Sessions drafted for the IQ framework. A copy will be provided to Ms. Abernathy.
 - Add a new Number 1 (not replacing the current Number 1)—“Have adequate resources to choose quality equipment that meets industry standards.”
 - Add a new Number 2 (not replacing the current Number 2) regarding calibration and maintenance of equipment. Refer to Dr. Sessions’ notes.
 - Number 3, right column—Change to read, “retaining the original image and have standards for conversion,” and change the left column to “no standards in place for conversion.”
 - Number 4, right column—Change to read, “Documented process for confirming the quality prior to linking (criteria specified),” and change the left column to “no standards in place for linking the personal information.”
 - Number 5—Add “Adequate resources for biometric training and maintenance.”
 - Number 6—Rephrase the question in terms of the program (refer to Mr. Carlson for notes).

Biometric Resources Task Team – Action Items:

- Ms. Abernathy will distribute a revised version to Mr. Carlson, who will revise and send back to Ms. Abernathy. A revised draft will be sent out to the task team for review prior to the next meeting.
- Lieutenant Leo Norton will generalize the scenarios and send them to Ms. Abernathy for inclusion.
- Ms. Abernathy will reorganize the resources listed in the biometrics resources packet and work to have a Web page developed to house them. A link will be provided in the biometrics primer.
- Suggested products for 2010: Case studies of three or four biometric technologies that have successfully been implemented in a justice agency that addresses information quality and privacy. GPIQWG will describe what has worked (successful implementations) for each biometric. For example, “Here is what people have done in DNA that achieves higher quality and supports privacy.” By the March 2010 meeting, the team will bring together case studies to begin working on this.

Juvenile Youth Violence Task Team Notes

The group explored Global’s role in this area. GPIQWG’s focus is specifically on privacy and information quality. Since many of the juvenile-related projects cross agency lines, there may be some standard for privacy and information quality that is in grant language. The group discussed developing a crosswalk or a map of what is already being done by others to determine where there are gaps or what has not been addressed for which GPIQWG could develop resources. A focus on OJJDP’s current or established resources for privacy might be leveraged to create a basis for how we can deal with information quality. Mr. Wicklund recommended looking at the Interstate Compact for Juveniles that governs the transfer of juveniles. The compact is between states but it has limited information regarding privacy and information quality. It would be useful to have a representative from the compact as an SME to attend GPIQWG meetings.

The team suggested that it would be helpful to find out what the Global Intelligence Working Group’s (GIWG) Gang Intelligence Committee is doing and see if there are ways GPIQWG can coordinate efforts

with this group. It might be a good idea to have the GIWG Gang Intelligence Committee Chair, Don Kennedy, come and work with GPIQWG. The committee ought to look at the new *Information Quality Program Guide* and *Information Quality Self-Assessment Tool* to see whether there is any relevance to its endeavor.

Action Items:

- The task team should perform a publication search, accumulate documents relevant to this endeavor, and review these to determine an appropriate path. This is an issue not only with OJP and OJJDP but also with the U.S. Department of Health and Human Services (HHS) and other areas.
- At the GESC, Mr. Wicklund and Judge Capizzi will bring up the issue that juvenile justice issues are not just information sharing or privacy issues but that they extend beyond to the scope of all the Global working groups. They will work to coordinate a meeting between GESC and Mr. Jeff Slowikowski, Acting Administrator, OJJDP, as well as Mr. Paul Embley, Chief Information Officer and Director of Technology, National Center for State Courts, to discuss joint efforts. [Note: This meeting was later scheduled for March 23, 2010, in Washington, DC.]
- The Interstate Compact for Juveniles, which 41 states have adopted, has a technology committee that is working on a national information system to track juvenile interstate transfers. GPIQWG will interact with this committee through Mr. Wicklund's outreach.
- The task team plans to interact with the GIWG's Gang Intelligence Committee and the GIWG Privacy Committee to coordinate better and to investigate the privacy issue with regards to the IEPD currently being developed for gang information.

Outreach Action Items:

- Separately, the group also discussed a need to develop an evaluation form to include in the *Information Quality Self-Assessment Tool*. The form would record information about its use with the tool to help improve future versions (good experiences, problems, suggestions for enhancement, etc.). [Note: Ms. Abernathy developed this feedback form and distributed it for review. The form is now included at the back of the published assessment tool.]
- Success Story: The Adult Interstate Compact is going to use the *Information Quality Self-Assessment Tool*. Mr. Wicklund will communicate with them to get a synopsis of their experiences using the tool to add to the success stories white paper.

Next Steps and Closing Remarks

Chairman Capizzi reviewed the action items for the day-and-a-half meeting and thanked everyone for travelling to Charleston and contributing their time and talents to support GPIQWG and Global efforts. A lot of great work has been accomplished, thanks to your hard work.

Chairman Capizzi adjourned the meeting at 12:00 Noon.

Appendix A

Global Privacy and Information Quality Working Group December 15–16, 2009 Meeting Agenda

Global Justice Information Sharing Initiative (Global) Privacy and Information Quality Working Group (GPIQWG) Meeting



Charleston Place
205 Meeting Street
Charleston, South Carolina 29401
(843) 724-8410



United States
Department of Justice

December 15–16, 2009

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Cypress Room

December 15, 2009

8:00 a.m. – 8:30 a.m.

Continental Breakfast

8:30 a.m. – 9:00 a.m.

Welcoming Remarks and Introductions

*The Honorable Anthony Capizzi, GPIQWG Chair and Judge,
Montgomery County, Ohio, Juvenile Court*

Anticipated Discussion Topics

- ◆ September 8–9, 2009, GPIQWG draft meeting summary
- ◆ Agenda overview
- ◆ Status of Bureau of Justice Assistance (BJA) approval of GPIQWG information quality (IQ) products (GAC-approved 10/2009)
- ◆ Global Standard Package
 - Tabletop/analysis
 - Implementations/demonstration/proof of concept/pilots
- ◆ 2010 GPIQWG meetings located in Washington, DC, area
- ◆ Next GPIQWG meeting

9:00 a.m. – 9:15 a.m.

Global Updates

*Mr. Carl Wicklund, Global Advisory Committee (GAC) Vice Chair and Executive Director,
American Probation and Parole Association*

Anticipated Discussion Topics

- ◆ Upcoming GAC dates:
 - GESC 2010 Global Planning Session, January 20–21, 2010, Hilton Crystal City, Washington, DC
 - GESC, April 7, 2010, and GAC, April 8, 2010, Embassy Suites, Washington, DC
- ◆ October 2009 GAC meeting summary
- ◆ Global LinkedIn community
- ◆ Summary of October 19, 2009, Global meeting with the Honorable Eric Holder, U.S. Attorney General
- ◆ Global working group updates

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United States
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Agenda—Page Two

Cypress Room

December 15, 2009

- 9:15 a.m. – 9:30 a.m. **Status of Other Privacy Efforts**
Ms. Christina Abernathy, Institute for Intergovernmental Research
- Anticipated Discussion Topics
- ◆ Status of the National Governors Association (NGA) Center for Best Practices—Privacy Policy Academy: Hawaii, Illinois, and CONNECT
 - ◆ Status of the Fusion Center Privacy Policy program
- 9:30 a.m. – 9:45 a.m. **DHS Office of Civil Rights and Civil Liberties**
*Ms. Ayn Crawley, Director, Civil Liberties Institute,
Office of Civil Rights and Civil Liberties, U.S. Department of Homeland Security*
- Anticipated Discussion Topics
- ◆ Collaboration with other privacy/civil liberties initiatives
 - ◆ Civil liberties training video
 - ◆ Year 1 summary and a status of on-site fusion center training
- 9:45 a.m. – 10:15 a.m. **Information Quality: The Foundation for Justice Decision Making**
*Mr. Phil Stevenson, GPIQWG Vice Chair and Director, Statistical Analysis Center,
Arizona Criminal Justice Commission*
- Anticipated Discussion Topics
- ◆ Addition of new IQ products
 - ◆ Consistency revisions
 - ◆ Graphical facelift
- 10:15 a.m. – 10:30 a.m. **Break**
- 10:30 a.m. – 12:00 Noon **Attorney General Focus: Juvenile Youth Violence**
Judge Capizzi
- Anticipated Discussion Topics
- ◆ AG recommendation
 - ◆ FACA representation
 - ◆ Privacy issues
 - ◆ Key juvenile exchanges
 - ◆ Multistate exchanges and privacy (compact)
 - ◆ Development of a resource framework for juvenile youth violence
- 12:00 Noon – 1:30 p.m. **Lunch (on your own)**

Global Justice Information Sharing Initiative (Global) Privacy and Information Quality Working Group (GPIQWG) Meeting



Charleston Place
205 Meeting Street
Charleston, South Carolina 29401
(843) 724-8410



United States
Department of Justice

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December 15, 2009

1:30 p.m. – 2:45 p.m.

GPIQWG Biometrics

Mr. Stevenson

Anticipated Discussion Topics

- ◆ Review and recommendations of draft biometric primer
- ◆ Suggested tasks for breakout teams
- ◆ Recommended next products for 2010 GPIQWG biometrics series

2:45 p.m. – 3:00 p.m.

Break

3:00 p.m. – 4:15 p.m.

2010 GPIQWG Business Plan

Judge Capizzi

Anticipated Discussion Topics

- ◆ Biometric resources for completion in 2010
- ◆ Biometric resources for development in 2010
- ◆ Juvenile youth violence resource framework
- ◆ GPIQWG success stories
- ◆ Outreach plan for new IQ series
- ◆ Annual review of GPIQWG membership

4:15 p.m. – 4:30 p.m.

Next Steps and Closing Remarks

Judge Capizzi

Anticipated Discussion Topics

- ◆ Review of today's action items
- ◆ Setting deadlines
- ◆ Plan for the following day's GPIQWG meeting

4:30 p.m.

Adjournment

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Cypress Room

December 16, 2009

- 8:00 a.m. – 8:30 a.m. *Continental Breakfast*
- 8:30 a.m. – 8:45 a.m. **Introduction and Charge for the Day**
Judge Capizzi
- Anticipated Discussion Topics
- ◆ Review of today's goals
 - ◆ Charge to the group
- 8:45 a.m. – 10:00 a.m. **Breakout Sessions**
Judge Capizzi
- Breakout Groups
- ◆ Biometric Resources Task Team
 - ◆ Juvenile Youth Violence Resource Framework Task Team
 - ◆ IQ Fact Sheet Revisions Task Team
- 10:00 a.m. – 10:15 a.m. *Break*
- 10:15 a.m. – 11:15 a.m. **Breakout Sessions, Continued**
- 11:15 a.m. – 11:45 a.m. **Task Team Status Reports**
Judge Capizzi
- Anticipated Discussion Topics
- ◆ Biometric Resources Task Team
 - ◆ Juvenile Youth Violence Resource Framework Task Team
 - ◆ IQ Fact Sheet Revisions Task Team
- 11:45 a.m. – 12:00 Noon **Next Steps and Closing Remarks**
Judge Capizzi
- Anticipated Discussion Topics
- ◆ Next steps
 - ◆ Review of action items and assignment of tasks
 - ◆ Next meeting reminder
- 12:00 Noon *Adjournment*

