



Global Justice Information Sharing Initiative Advisory Committee (GAC) Biannual Meeting: Spring 2008



The Westin Tysons Corner
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April 10, 2008
Summary

Operating under the guidance and support of the Bureau of Justice Assistance (BJA), Office of Justice Programs (OJP),¹ U.S. Department of Justice (DOJ or "Department"), the Global Justice Information Sharing Initiative² (Global or "Initiative") Advisory Committee (GAC or "Committee") held its spring 2008 meeting on April 10. The GAC is a Federal Advisory Committee to the highest-ranking justice officer in the nation—the U.S. Attorney General (AG)—on justice-related information sharing issues.

The event took place at the Westin Tysons Corner Hotel in Falls Church, Virginia. The meeting was called to order at 8:30 a.m. by GAC Chairman Robert Boehmer, Global member representing the National Criminal Justice Association (NCJA). Mr. Carl Wicklund, GAC member representing the American Probation and Parole Association (APPA), presided as the newly elected Committee Vice Chair.

The GAC meets twice a year, in the spring and fall, in the Washington, DC, area. These events are open to the public and announced in the *Federal Register*.³

The day's program⁴ contained the following items, recommendations, and action items. In the interest of document structure and report comprehensibility, the order of events described herein does not necessarily mirror the agenda. However, the *content* is reflective of meeting activities and resolutions.

Opening remarks and Federal Officials' addresses were delivered as follows:

In his opening address, **Chairman Boehmer** recapped results from the first-ever GAC Meeting survey conducted during the fall 2007 convening. These findings not

¹ More information on OJP, which houses the Bureau of Justice Assistance, National Institute of Justice, and Office for Victims of Crime (among other entities), is available at <http://www.ojp.usdoj.gov>.

² More information on the Global Initiative is available at <http://www.it.ojp.gov/global>.

³ Online access is available at <http://www.gpoaccess.gov/fr/index.html>.

⁴ Please see *Attachment B* for a copy of the agenda.

only affected the way the April 10 event was structured but have broader implications for Global outreach and communication efforts. Responses of note included:

- ***Biannual Global events are important***—GAC meetings were cited as the primary method by which those “very familiar” with the Global Initiative stay updated on Committee activities. Respondents indicated that the “Global Web site” is the second most popular method of staying current on Global efforts. “Staff contact” was rated third.
- ***GAC meeting observers are important and can play an even bigger role in Global activities.*** In addition to encouraging comments, questions, and participation at this meeting, Chairman Boehmer noted that the Global Outreach Working Group is planning observer-targeted activities for the fall 2008 convening, including networking opportunities and a survey to discover how to better engage non-GAC member colleagues.
- ***When people hear “Global,” they think of*** (in descending order of citation):
 - Justice-related standards.
 - The philosophical and organizational tenets of the GAC—i.e., a committee of diverse members volunteering time to represent the interests of the entire justice landscape.
 - Intelligence activities.
- ***When it comes to Global deliverables, respondents are most familiar with*** (in descending order of citation):
 - The National Information Exchange Model (NIEM)
 - The Global Federated Identity and Privilege Management (GFIPM) Project
 - *Fusion Center Guidelines*
- ***The following were identified as areas for improvement:***
 - More membership interaction
 - Committee leaders responded by allotting additional time at this meeting for the GAC representatives’ roundtable and moving the agenda item to immediately after the lunch break.
 - Enhanced meeting takeaways

- Outreach Working Group members responded by creating Working Group Briefing Sheets for the GAC meeting. These one-page, easy-to-read flyers serve two purposes:
 1. Preparing GAC members for the biannual meetings by highlighting, per Working Group, what will be addressed; prerequisite reading; and anticipated action items or recommendations for formal vote.
 2. Takeaways for use in promoting the Initiative. In addition to meeting-specific content, the inclusion of Working Group overviews, contact listings, and other summary information makes these excellent outreach deliverables with expanded shelf lives.

Vice Chairman Wicklund was introduced for his first address to the Committee since assuming his leadership role. (The process was conducted electronically, between biennial Global election cycles, because of the retirement of the former GAC Vice Chair.) Vice Chairman Wicklund has served on the GAC since Global's inception, and he praised the Committee's ability to deliver a varied and extensive suite of justice-related information sharing resources and recommendations to the field. He highlighted both the *volunteer* and *inclusive* nature of the group (to embrace communities such as juvenile justice) and stressed the importance of clear communication during the meeting proceedings, free from undefined acronym use.

The Honorable Domingo S. Herraiz, Director, BJA, welcomed attendees. He praised the Committee as an exemplar of collaboration. In particular, Director Herraiz highlighted partnerships at the federal level (for example, between DOJ, the U.S. Department of Homeland Security [DHS], and the Office of the Director of National Intelligence [ODNI]), evidenced in activities such as NIEM and fusion center efforts, including associated DOJ/DHS training and technical assistance. He previewed the address by the Honorable Kevin O'Connor, U.S. Associate Attorney General (AAG), scheduled for later in the day. This was AAG O'Connor's first official engagement since being confirmed to his new position by the President of the United States the week before. Director Herraiz concluded by underscoring the importance of educating Congress on the importance of justice-related information sharing and the critical work Global contributes to this field.

Mr. William Ford, Program Manager, National Institute of Justice (NIJ), enthusiastically relayed the confirmation of the Honorable David Hagy, Ph.D., to Director of NIJ. Mr. Ford stated that the Global Initiative will benefit from the collaborative relationship between BJA Director Herraiz and NIJ Director Hagy. He stressed his policy of referring NIJ grantees to Global recommendations and

deliverables, citing them as “successful” products, and underscored the contributions that “grassroots” organizations (i.e., local, state, and tribal entities) make to NIJ by remaining “innovative and able to think outside the box.”

Mr. Vance Hitch, Chief Information Officer (CIO), DOJ, provided an update on OneDOJ, which operates with two primary objectives: 1) to serve as DOJ’s system to share criminal law enforcement information internally across investigative components, and 2) to provide regional criminal law enforcement connectivity for authorized users to conduct federated searches of OneDOJ information as governed by the respective Memorandum of Understanding (MOU). The OneDOJ System is hosted at the Federal Bureau of Investigation’s (FBI) Criminal Justice Information Services (CJIS) data center and is used to achieve the goals of OneDOJ. Regarding the relationship between OneDOJ and the FBI Law Enforcement National Data Exchange Initiative (N-DEx), OneDOJ will be the anchor point for federated sharing designed for DOJ users. As envisioned, when N-DEx is fully developed, OneDOJ regional connections will be transitioned to N-DEx, enabling regional system users to query OneDOJ data via N-DEx. Significant progress toward OneDOJ goals has occurred over the past six months—highlights are included in CIO Hitch’s slide deck.⁵

Before moving on to Global business matters, Chairman Boehmer invited GAC representatives and proxies to introduce themselves, extending a particular welcome to new members and proxies.⁶

Global Business included the following:

RESOLUTION: Chairman Boehmer noted that in the past, there has been procedural ambiguity related to approving, adopting, or voting on Global issues, deliverables, or recommendations. Therefore, from this meeting forward, the standard operating procedure for formal Global action will require a motion, second, and voting by GAC members, abstentions noted. Per governing bylaws, a quorum is required for a binding vote.

Chairman Boehmer presented the fall 2007 GAC meeting minutes (summarizing the October 31 event) for Committee approval. The document was distributed in advance for members’ review and comment; this GAC meeting summary review-and-approval process is a standing procedure.

⁵ CIO Hitch’s PowerPoint presentation is available at http://it.ojp.gov/topic.jsp?topic_id=257.

⁶ Please see *Attachment A* for a roster of GAC members and proxies in attendance at the April 10, 2008, event.

ACTION: Mr. David Steingraber, GAC member representing the National Governors Association (NGA), moved to ratify the fall 2007 GAC meeting minutes without change. Mr. Michael Muth, GAC member representing INTERPOL, seconded. The motion was brought to a vote and passed unanimously (no abstentions). The document is posted on the Global Web site and provided in hard-copy format by request (contact Global staff at drinehart@iir.com or 850-385-0600, Extension 285).

As the Global Initiative grows and evolves, its governing rules periodically encounter new challenges requiring GAC members' guidance and institutionalized resolution. Responsively, Chairman Boehmer presented the revised *Global Justice Information Sharing Initiative Advisory Committee Bylaws* for discussion and formal adoption. The proposed changes were distributed electronically in accordance with the timeline mandated by the current *Bylaws*, Section 7.1 Amendments (i.e., 21 days prior to voting). In summary, the changes finesse language to provide for a stronger, more responsive Global governance process and underscore crucial elements of the GAC structure (e.g., the need for standing proxies), as well as the following three key areas:

- Institutionalizing the current practice of extending the GAC Chair's member agency a "voice" vis-à-vis inviting an additional agency representative to the Global table (at no additional cost to the Committee and with no authority to vote).
- Leadership of Global Working Groups—modifying the prerequisite of GAC membership in response to the increasingly technological and specialized environment Global members must navigate.
- Processes for filling leadership vacancies outside the biennial election cycle.

ACTION: Chief Harlin McEwen, GAC member representing the International Association of Chiefs of Police (IACP), moved to approve the revised *Bylaws* without further change. Mr. Steven Correll, GAC member representing Nlets—The International Justice and Public Safety Network, seconded. The motion was brought to a vote and passed unanimously (no abstentions). This document is posted at http://www.it.ojp.gov/documents/Bylaws_2008.pdf.

ACTION/IMPLICATION: By ratifying the revised *Bylaws* and agreeing that under specific circumstances, non-GAC members can head Global Working Groups, Mr. John Ruegg, Director of the Los Angeles County Information Systems Advisory Body and *acting* Global Security Working Group (GSWG) Chair, was officially conferred the GSWG leadership position.

Guest Presenters and Special Topics were as follows:

Mr. Paul Wormeli, Executive Director, the IJIS Institute,⁷ provided an update⁸ on his organization's recent activities. National IJIS Institute projects include the Statewide Victim Notification Systems; prescription drug monitoring; Information Exchange Package Documentations (IEPDs) for transportation and public safety; communications center data interoperability standards (with the Association of Public-Safety Communications Officials); forensic information exchanges and data modeling; creation of Web services for implementing the Global Justice Reference Architecture (JRA); and functional specifications for law enforcement automated systems. Other key IJIS Institute activities center on supporting fusion centers (including drafting a business architecture and support for Suspicious Activity Reporting [SAR] IEPDs); FBI N-DEx; and NIEM. The IJIS Institute's industry representation supports eight Global committees and Working Groups and three NIEM operational committees, volunteering millions of dollars' worth of time and expertise. GAC members applauded this trusted, longstanding, and invaluable partnership.

Ms. Maria Cardiellos, Deputy Executive Director, NIEM Program Management Office (PMO), provided attendees with a NIEM organizational update, highlighting new staff positions and Committee Support Manager (i.e., "Fellows") awards, including:

- Ms. Maria Cardiellos, from the state of New Jersey, named PMO Deputy Executive Director
- Mr. Jim Pingel, from the state of Wisconsin, named NIEM Business Architecture Committee (NBAC) Fellow
- Ms. Pisey Frederick, from industry, named NIEM Technical Architecture Committee (NTAC) Fellow
- Mr. Russell Moody, from industry, named NIEM Communications and Outreach Committee (NC&OC) Fellow

She also provided an update on the adoption and use of NIEM and answered some of the NIEM "frequently asked questions" (FAQs).

⁷ For more information on the IJIS Institute, please see <http://www.ijis.org>.

⁸ Mr. Wormeli's PowerPoint presentation is located at http://it.ojp.gov/topic.jsp?topic_id=257.

Ms. Pisey Frederick, NTAC Fellow, delved more deeply into her committee's activities,⁹ including topics and processes for white paper development; NTAC operational documents; NBAC participation in NTAC activities; and future NTAC initiatives.

Mr. Steven Jennings, CIO, Harris County, Texas, and board member of the **National Association of Counties (NACo)**, highlighted the value of information sharing (and, by extension, the work of the Global Initiative), to local government executives. He noted that information sharing adds value to local governments by:

- Creating a consistent, integrated, and standard platform on which to build information sharing initiatives
- Providing a framework to share information through
 - Cost reductions
 - Efficiencies
 - Standard methodologies
 - Open architectures
- Enabling successful enactment of national plans

CIO Jennings stated that data sharing is important because:

- Complete enterprisewide information sharing is *not* universally possible.
- A national mechanism to identify and facilitate broad information exchange with other agencies and jurisdictions needs to be adopted.
- Agencies are often unable to effectively share information in a timely, secure manner, and too often there are fundamental differences in the nature and understanding of information between agencies.

In addition to the specific information sharing activities underway in Harris County and the state of Texas,¹⁰ CIO Jennings discussed the state's path to NIEM. He underscored the following points as reasons for pursuit of the model:

- To coordinate the development and operation of justice systems, so that those systems are able to share information consistently and accurately in a manner that maximizes the services provided to Texas justice information users.

⁹ Both NIEM-related PowerPoint presentations are available at http://it.ojp.gov/topic.jsp?topic_id=257.

¹⁰ For a more complete listing of information sharing activities highlighted by CIO Jennings, please see his PowerPoint available at http://it.ojp.gov/topic.jsp?topic_id=257.

- To create a consolidated justice data model for the state of Texas, providing for sharing of information among disparate systems.
- To establish the final governance model.
- To comply with the national NIEM Model.

The Texas Justice Information Exchange Model supports collaborative interagency information sharing statewide by fully conforming to NIEM and serves as the foundation for use by all levels of government.

Mr. Robert Woolley, Chief Technologist and Strategic Planner, State of Utah, briefed attendees on his state's implementation of Service-Oriented Architecture (SOA). He provided a real-world example of the architectural concept that GAC members formally supported in fall 2004, based on the understanding that SOA is an approach most likely to result in an infrastructure supporting Global's vision of how information should be shared among the justice community (see *A Framework for Justice Information Sharing: Service Oriented Architecture [SOA]*).¹¹ SOA underpins the Global Infrastructure/Standard Working Group's (GISWG) evolving JRA. (Mr. Woolley is also a member of GISWG.) In his presentation,¹² Mr. Woolley explored why an SOA reference architecture (RA) was created for Utah; the business, financial, and technological matters addressed by an SOA RA; SOA RA lessons learned from the Utah experience; related pilot projects; and issues related to implementation and use of SOA and the Enterprise Service Bus (ESB) construct, including lessons learned and replicable project practices and work products.

As previewed by BJA Director Herraiz, **the Keynote Address** was delivered by **The Honorable Kevin O'Connor, U.S. Associate Attorney General (AAG), DOJ.** AAG O'Connor commended Global members for their volunteerism to the Initiative as well as recognizing the members' agencies for allowing them to contribute time and expertise to this collaborative effort. He noted that in previewing the GAC meeting and reviewing the advance materials, he was "amazed at the scope of your accomplishments...I would be hard-pressed, in my experience, to point to a group that has generated as much work product in such a short amount of time." AAG O'Connor highlighted several Global efforts that he found particularly useful in his previous position as U.S. Attorney for the District of Connecticut, including fusion center activities and the *Fusion Center Guidelines*;¹³ SARS reporting efforts, particularly because of the invaluable leads financial information can provide justice agencies toward the development of "larger, broader" cases; and the Dru Sjodin National Sex Offender

¹¹ Located at http://it.ojp.gov/documents/20041209_SOA_Report.pdf.

¹² Mr. Woolley's PowerPoint presentation is available at http://it.ojp.gov/topic.jsp?topic_id=257.

¹³ Located at http://it.ojp.gov/documents/fusion_center_guidelines.pdf.

Public Registry¹⁴ and Amber Alert,¹⁵ both of which use the Global Justice XML Data Model (GJXDM)-based information sharing standards. AAG O'Connor concluded by stating that "Global has more than fulfilled its mission," exceeding expectations by anyone's standards, including the U.S. Attorney General's. Still, there is much work remaining in the justice information sharing field, and he implored members "not [to] rest on your laurels" but to continue "doing the great work you are doing." He pledged DOJ's continuing support for the Global Initiative.

GAC members expressed appreciation for the AAG's time and insights, particularly for his articulated support for the Global Initiative. To underscore the importance of that pledge, particularly, in light of significant funding challenges facing a large number of federally supported justice programs, the following **resolution** was drafted:

WHEREAS, the Global Justice Information Sharing Initiative (Global) was created in 1998 under the Federal Advisory Committee Act (FACA) to serve as an Advisory Committee to the U.S. Attorney General;

WHEREAS, Global serves as the formal vehicle for local, state, and tribal justice entities to provide recommendations to the U.S. Attorney General promoting information sharing and interoperability;

WHEREAS, nearly 175 representatives from leading organizations within the justice community volunteer countless hours to the Global Initiative through participation on the Global Advisory Committee and Global's five working groups;

WHEREAS, the time commitment and expertise provided by Global's local, state, tribal, and private sector volunteers are immeasurable, both in terms of cost savings and benefits to the justice community;

WHEREAS, Global membership provides a ready cadre of subject-matter experts to support the development of tools for information sharing to assist the justice and homeland security communities;

WHEREAS, Global assists the U.S. Department of Justice in achieving its information sharing mission;

¹⁴ Located at <http://www.nsopr.gov/>.

¹⁵ Please see <http://www.amberalert.gov> for more information.

WHEREAS, Committee members report back to their respective organizations to ensure adoption and implementation of Global recommendations and information sharing solutions;

WHEREAS, Global is leading the way in supporting the development of national standards promoting information sharing in the areas of privacy, intelligence, infrastructure, and security;

WHEREAS, Global resources—such as the *National Criminal Intelligence Sharing Plan*, the *Fusion Center Guidelines*, the *Privacy and Civil Liberties Policy Development Guide and Implementation Templates*, and the National Information Exchange Model—are widely recognized throughout the justice and homeland security communities as the blueprints and leading sources of information in their topic areas;

WHEREAS, Global, due to its broad local, state, and tribal representation, is recognized as a credible forum for justice solutions;

WHEREAS, any lapse in funding for this important initiative would result in critical loss of momentum and continuity; delay or halt progress on the development of important tools and guidelines for the justice community; and eliminate an important vehicle for local, state, and tribal input regarding information sharing solutions;

THEREFORE, BE IT RESOLVED and strongly recommended that the highest priority be placed on providing sustainment funding to the Bureau of Justice Assistance for support of the Global initiatives to further the vital mission and to continue the development of recommendations and solutions that benefit the local, state, and tribal justice communities.

ACTION: Mr. Steingraber made a motion to pass the resolution; the motion was seconded by Colonel Joseph “Rick” Fuentes, GAC member representing the IACP—Division of State and Provincial Police. The motion passed with unanimous GAC-member approval, with the following abstentions because of agency affiliation with DOJ: Mr. James Craig, GAC member representing the Law Enforcement Information Sharing Program (LEISP) Coordinating Committee; CIO Hitch; Sharon Jackson, Esquire, standing proxy representing the Executive Office for U.S. Attorneys; Mr. Muth; and Mr. Jerome Pender, GAC member representing the FBI—CJIS Division.

The resolution was forwarded to AAG O’Connor and other DOJ officials for consideration and further action.

Global Working Group reports are standard Committee agenda items. Chairs of these issue-focused groups update attendees on activities since the last GAC meeting, distribute deliverables for review and comment, and request formal recommendations on proposals and/or materials from fellow representatives for delivery to the U.S. AG.

Global Infrastructure/Standards Working Group (GISWG)—GISWG Chair Thomas Clarke, Ph.D., and GAC member representing the National Center for State Courts (NCSC) showcased current and future GISWG activities, including:

- An update on the JRA deliverables—What is still needed? What is missing?
- Transitioning from the GISWG-housed Services Committee to the newly reconstituted Services Task Team. The Services Task Team will operate similarly to the XML Structure Task Team in that while these groups’ activities have direct impact on initiative efforts, they are slightly “removed” from the Committee structure by being accountable directly to BJA (as opposed to Global entities). Mr. James Douglas, Justice Information Systems Specialist, SEARCH—The National Consortium for Justice Information and Statistics (“SEARCH”), will lead the Services Task Team.
- The NIEM and SOA/State of Utah presentations (discussed earlier in this summary) supported Dr. Clarke’s briefing.
- No formal GISWG recommendations requiring a membership vote were presented at this meeting.

Criminal Intelligence Coordinating Council (CICC)/Global Intelligence Working Group (GIWG)¹⁶—The retirement of Colonel Bart R. Johnson from the New York State Police (and his consequent departure from GAC membership) necessitated naming a new leader for the intelligence-focused groups. At the beginning of the year, Mr. Russell Porter, Intelligence Fusion Center Director, Iowa Department of Public Safety, was selected to head the CICC and GIWG. Director Porter has been a longstanding, active champion in Global intelligence efforts, and GAC Chairman Boehmer—on behalf of the entire Committee—expressed enthusiasm for the appointment. Director Porter will represent the CICC on the GAC. His April 10 briefing included the following:

- Review of the evolving structure of Global intelligence components and how these groups complement each other as well as partner intelligence groups
- Status reports on activities including:
 - Vetting process for the *Baseline Capabilities of State and Major Urban Area Fusion Centers*
 - Intelligence-Led Policing Guidelines development efforts
 - Gang Intelligence Strategy Committee efforts
 - CICC and Major Cities Chiefs Association identification of promising practices and development of SAR guidelines
 - Institutionalizing the *National Criminal Intelligence Sharing Plan (NCISP)¹⁷* through the Commission on Accreditation for Law Enforcement Agencies (CALEA)
 - Ongoing support to the Interagency Threat Assessment and Coordination Group
 - Vetting process for the *Defining Fusion Center Business Processes: A Tool for Planning*
- The success of the 2008 National Fusion Center Conference, held on March 18–20, 2008, in San Francisco, California. Close to 900 attendees (almost twice the number attending the inaugural 2007 conference), representing all 50 states, participated in this second-annual event. The conference received great reviews from attendees and was a success story from a process-orientated perspective as well: the event was hosted by DOJ, in partnership with Global, DHS, the Office of the Program Manager—Information Sharing Environment, the ODNI, and the FBI—making this a great example of federal partnerships at work.
- Future Global intelligence efforts include development of a white paper on corrections and law enforcement information sharing,

¹⁶ GSWG Chair Ruegg's supporting PowerPoint presentation is located at http://it.ojp.gov/topic.jsp?topic_id=257.

¹⁷ The NCISP is available at http://it.ojp.gov/documents/NCISP_Plan.pdf.

development of model policy regarding Controlled Unclassified Information, and review of pending proposed revisions to 28 Code of Federal Regulations (CFR) Part 23.

- No formal CICC/GIWG recommendations requiring a membership vote were presented at this meeting.

Global Outreach Working Group (Outreach)—Outreach Chair Ronald Hawley, GAC member representing SEARCH, showcased current and future Outreach efforts, including:

- As previously discussed, Global Working Group briefing sheets,¹⁸ useful for both GAC meeting preparation and outreach purposes
- The latest edition of the *Global Highlights*¹⁹ newsletter (created specifically to complement the 2008 National Fusion Center Conference). This quarterly newsletter is an easy-to-use tool to promote the initiative and help GAC members become “Global ambassadors” —all attendees were encouraged to distribute the newest edition electronically (linking to or posting on their agencies’ Web sites) or in hard copy throughout their constituencies.
- As highlighted by Chairman Boehmer during the opening address, results of the first-ever Global member survey, conducted at the fall 2007 GAC meeting, will be used to improve future Global meetings and outreach ventures, including greater involvement of observers.
- Plans for the fall 2008 GAC events—to be held on October 22–23, 2008—will showcase outreach and communications components, such as an enhanced *Global 101 Training*, launching of the new and improved Global Web site, and organized networking opportunities.
- New resource under development—a Global “road map.” Envisioned as an online model, this deliverable will graphically illustrate how the various Global pieces “fit” —the complementary relationships between Initiative deliverables and activities.
- No formal Outreach recommendations requiring a membership vote were presented at this meeting.

Global Privacy and Information Quality Working Group (GPIQWG)—Chair Wicklund provided the update. Current and future GPIQWG activities include:

¹⁸ Available at http://it.ojp.gov/topic.jsp?topic_id=257.

¹⁹ Available at http://it.ojp.gov/documents/global_highlights_first_quarter_2008.pdf.

- Information Quality Assessment Process Questionnaire—A list of questions (grouped by categories) that an agency answers to assess whether information quality (IQ) measures are required or have been implemented for each step of a particular justice event (e.g., incident report). This process (or tool) is designed to be generalized to a variety of justice events.
- *Information Quality Program Guidebook*—Evaluating IQ is not a single task but, rather, part of an ongoing program. This *Guidebook* will provide the foundation for establishing and implementing an IQ program throughout an agency and agency information system. The *Guidebook* (which will include the Information Quality Assessment Process Questionnaire) will answer or address:
 - What is IQ?
 - Why is IQ important?
 - What are the processes for ensuring IQ, analyzing and establishing organization IQ standards, establishing the program, and evaluation?

Chairman Wicklund presented two deliverables for Global recommendation:

- *Global Privacy and Civil Liberties Policy Development Guide and Implementation Templates: Policy Development Checklist*—This product is a companion piece to the GPIQWG’s hallmark resource, the “Privacy Guide,” and serves as a self-assessment checklist to assist privacy policy authors, project teams, and agency administrators in evaluating whether their draft policies have incorporated all of the components outlined in the Privacy Guide.

ACTION: Mr. Steingraber made a motion to accept the *Global Privacy and Civil Liberties Policy Development Guide and Implementation Templates: Policy Development Checklist* as a Global recommendation/deliverable; the motion was seconded by Director Edward Reina, Jr., GAC representative from IACP—Indian Country Law Enforcement Section. The motion was brought to a vote and passed with unanimous GAC-member approval, no abstentions.

- *Ten Steps to Privacy*—This one-page executive overview targets high-level, managerial, and administrative functions within an agency to demonstrate the ten core steps an agency can follow to develop a privacy policy.

ACTION: Judge David Stucki, GAC member representing the National Council of Juvenile and Family Court Judges, made a motion to accept the *Ten Steps to Privacy* as a Global recommendation/deliverable; the motion was seconded by Mr. Michael Bridenback, GAC member representing the National Association for Court Management. The motion was brought to a vote and passed with unanimous GAC-member approval, no abstentions.

Global Security Working Group (GSWG)²⁰—Newly confirmed Chair Ruegg showcased current and future GSWG efforts, including:

- An update on the Global Federated Identity and Privilege Management (GFIPM) Metadata Specification, Version 1.0
- Status report of the justice credential, GFIPM development activities, and new GFIPM resources in process
- Review of current and future GFIPM projects, including:
 - LEISP/OneDOJ federated identity pilot
 - DHS Homeland Security Information Network (HSIN) federated identity pilot
 - Los Angeles County GFIPM Pilot Initiative
 - GFIPM partnership connecting Los Angeles County Criminal History Reporting Systems and San Diego County's Automated Regional Justice Information System
 - Possible GFIPM projects involving the CONNECT Project and fusion center applications
- No formal GSWG recommendations requiring a membership vote were presented at this meeting.

During the expanded membership roundtable, GAC members were encouraged to share justice information sharing-related activities taking place in their constituencies. Interested parties are encouraged to listen to the audio recordings of members' exchanges housed on the spring 2008 GAC meeting presentations sections²¹ of the Global Web site.

²⁰ GSWG Chair Ruegg's supporting PowerPoint presentation is located at http://it.ojp.gov/topic.jsp?topic_id=257.

²¹ The Global membership roundtable audio file can be accessed at http://it.ojp.gov/topic.jsp?topic_id=257.

In conclusion, Chairman Boehmer thanked Committee members, program officials, presenters, and guests for their participation and expertise. He reviewed the dates of the upcoming Global Working Group meetings.²²

ACTION: The fall 2008 GAC meeting will be held on October 23, 2008. Elections for the GAC Chair and Vice Chair positions will take place at this event—terms run for two years, and any GAC member is eligible for nomination.

Also, the Outreach Working Group will again be presenting the well-received Global 101 training on the preceding afternoon, October 22, 2008. Anyone is welcome.

Members were asked to mark their calendars for these events and spread the word about *Global 101* to interested colleagues.

Representatives were reminded of the expectations associated with GAC membership.

²² Global events are listed on the OJP Information Technology Event Calendar, located at http://it.ojp.gov/topic.jsp?topic_id=5.

ACTION: Global representatives are extended the following privileges and charged with the following responsibilities associated with Global membership:

- An agency seat at the by-appointment-only Committee table.
- Attendance at biannual Committee meetings where GAC business is conducted, recommendations are ratified or revised, and members are briefed on the latest Global activities and complementary information sharing efforts.
- The opportunity to vote on important recommendations to the U.S. AG that advance information sharing across the justice landscape, at all levels of government.
- Invitation to join any Global working group, task team, or subcommittee, facilitating application of talents and interests in a more “hands-on” environment.
- Promotion of Global recommendations and resources to colleagues. The GAC relies on members to:
 - *Be the voice of their agencies on Global* (“pulling up” input and expertise from the various member constituencies). “We want to hear from practitioners, from you, and from your associations so that our products and recommendations are the best and most informed recommendations possible. Also, reach down into your constituencies, discover your own Global successes, and document these: share these with the larger community, and show our funding agencies that their allocations are wise, well-spent, and productive....”
 - *Be the voice of Global within their agencies* by supporting and promulgating (i.e., “pushing down”) the GAC’s good works informally (through networking with colleagues) and formally (at scheduled agency briefings and conferences and via appropriate publication and delivery mechanisms, such as linking agency and Global Web sites).

Having no further business and hearing no further questions, Chairman Boehmer adjourned the fall 2007 GAC meeting at 4:00 p.m. on April 10, 2008.

Attachment A

*Global Advisory Committee
Biannual Meeting: Spring 2008*

Attendee List

Members and Proxies

Global Justice Information Sharing Initiative
Advisory Committee (GAC)
Biannual Meeting: Spring 2008



The Westin Tysons Corner
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April 10, 2008



Members in Attendance

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Attachment B

*Global Advisory Committee
Biannual Meeting: Spring 2008*

Meeting Agenda



Global Justice Information Sharing Initiative Advisory Committee (GAC) Biannual Meeting: Spring 2008



United States
Department of Justice

The Westin Tysons Corner
7801 Leesburg Pike
Falls Church, Virginia ♦ (703) 893-1340

April 10, 2008

Agenda—Page One

8:30 a.m.

Convene—Oaks 2 and 3

8:30 a.m. – 9:00 a.m.

Welcome and Introductions

Mr. Robert Boehmer, GAC Chair

- Chair's welcome
 - Meeting overview and introduction of working groups' briefing sheets
 - Recap of fall 2007 GAC survey results
 - Review of Global structure and leaders
- Introduction of attendees
 - Roundtable introduction of GAC members and Global federal officials
 - Special recognition of new members and proxies
 - Introduction of observers and special guests
- Introduction of new GAC Vice Chair Carl Wicklund
 - Vice chair's remarks

U.S. Department of Justice (DOJ) Remarks

*The Honorable Domingo S. Herraiz, Director,
Bureau of Justice Assistance (BJA)*

*John Morgan, Ph.D.,
Assistant Director, National Institute of Justice (NIJ)*

Additional DOJ Special Guest(s)

9:00 a.m. – 9:15 a.m.

Global Business

Chairman Boehmer

- Approval of fall 2007 GAC minutes
 - Prerequisite reading
- Revision of Global *Bylaws*
 - Prerequisite reading

8:55 a.m.—Outlining of proposed *Bylaws* revisions and associated implications; 9:05 a.m.—Questions and discussion; 9:15 a.m.—Formal votes



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9:15 a.m. – 9:45 a.m.

Area of Emphasis: Intelligence

- Criminal Intelligence Coordinating Council (CICC) and Global Intelligence Working Group (GIWG) updates
Mr. Russell Porter, CICC and GIWG Chair
- See associated CICC/GIWG briefing sheet for discussion issues
- There is no prerequisite reading/review for this section
- No formal votes are anticipated

9:15 a.m.—Update and presentations; 9:35 p.m.—Questions and discussion

9:45 a.m. – 10:00 a.m.

Global's Industry Partner: IJIS Institute Update

Mr. Paul Wormeli, Executive Director, IJIS Institute

9:45 a.m.—Update; 9:55 a.m.—Questions and discussion

10:00 a.m. – 10:15 a.m.

Break

10:15 a.m. – 10:45 a.m.

Report From the Field—The Value of Information Sharing to Local Government Executives

Mr. Steven Jennings, Chief Information Officer, Harris County, Texas, representing the National Association of Counties (NACo)

- This briefing will include Texas information sharing success stories as well as local/state collaborations supporting a “path to NIEM” (National Information Exchange Model)
- Outcomes and takeaways
 - GAC members’ awareness of local government executives’ information sharing concerns and issues
 - Identification of possible areas for Global assistance in addressing NACo constituents’ needs
 - Next steps for continuing the Global/NACo dialogue

10:15 a.m.—Presentation; 10:40 a.m.—Questions and discussion



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10:45 a.m. – 11:30 a.m. Areas of Emphasis: Infrastructure and Standards

- Global Infrastructure/Standards Working Group (GISWG) update
Thomas Clarke, Ph.D., GISWG Chair
 - See associated GISWG briefing sheet for discussion issues
 - There is no prerequisite reading/review for this section
 - No formal votes are anticipated
- Guest presentation: Implementation of a Service-Oriented Architecture (SOA), and How the Global Justice Reference Architecture (JRA) Could Have Helped
Mr. Robert Woolley, Chief Technologist, State of Utah
 - Outcomes and takeaways
 - Through awareness of JRA's potential to address architectural challenges, GAC members will be better prepared to evangelize the SOA/JRA approach

10:45 a.m.—Update; 10:55 a.m.—Presentation; 11:20 a.m.—Questions and discussion

11:30 a.m. – 12:00 Noon Things You Should Know About Global Standards— National Information Exchange Model (NIEM) FAQs

Ms. Maria Cardillos, Deputy Executive Director, NIEM Project Management Office (PMO)

Ms. Pisey Frederick, Committee Support Manager, NIEM Technical Architecture Committee (NTAC)

- Attendees will receive an update on the latest NIEM efforts, including answers to NIEM frequently asked questions (FAQs):
 - Organizational briefing – The updated PMO
 - Adoption and use update – Working with Common Terrorism Information Sharing Standards (CTISS) and Suspicious Activity Reporting (SAR)
 - FAQs:
 - What is the NIEM Fellow Program?
 - What training and technical assistance is available?
 - NTAC update – What is new and different?
 - Case study: US-VISIT Initiative



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- 11:30 a.m. – 12:00 Noon **Things You Should Know About Global Standards—
National Information Exchange Model (NIEM) FAQs** *(continued)*
- Outcomes and takeaways
 - GAC members' awareness of the latest NIEM projects, implementations, IEPDs, and avenues for assistance
 - GAC members' enhanced ability to evangelize NIEM to their justice colleagues
- 11:30 a.m.—Presentation; 11:50 a.m.—Questions and discussion
- 12:00 Noon – 12:15 p.m. **Outstanding Issues, Morning Wrap-Up, Afternoon Preview**
Vice Chairman Wicklund
- 12:15 p.m. – 1:30 p.m. **Lunch on Your Own**
- 1:30 p.m. – 2:15 p.m. **Membership Roundtable**
Chairman Boehmer, Facilitator
- Global members will share justice-related information sharing activities under way in the communities they represent and raise related issues/challenges for consideration and discussion. Time permitting, observers will be included in the roundtable.
- 2:15 p.m. – 2:40 p.m. **Areas of Emphasis: Privacy and Information Quality**
- Global Privacy and Information Quality Working Group (GPIQWG) update
Mr. Carl Wicklund, GPIQWG Chair
 - Successful leveraging of resources: Tailoring the *Privacy and Civil Liberties Policy Development Guide and Implementation Templates* to assist fusion center privacy policy efforts
 - See associated GPIQWG briefing sheets for prerequisite reading, additional issues for discussion, and/or deliverables presented for formal recommendation and voting
 - Prerequisite reading/review, in preparation for voting:
 - *Policy Development Checklist*
 - *Ten Steps to Privacy*
- 2:15 p.m.—Update and presentation; 2:30 p.m.—Questions and discussion; formal votes



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2:40 p.m. – 3:00 p.m.

Area of Emphasis: Outreach

- Global Outreach Working Group (GOWG) update
Mr. Ronald Hawley, GOWG Chair
 - See associated GOWG briefing sheet for discussion issues
 - Prerequisite reading/review:
 - *Global Highlights* (Winter 2008)
 - No formal votes are anticipated

2:40 p.m.—Update; 2:55 p.m.—Questions and discussion

3:00 p.m. – 3:15 p.m.

Break

3:15 p.m. – 3:40 p.m.

Area of Emphasis: Security

- Global Security Working Group (GSWG) update
Mr. John Ruegg, Acting GSWG Chair
 - Global Federated Identity and Privilege Management (GFIPM) Pilot Implementation – Briefing on GFIPM partnership connecting Los Angeles and San Diego Counties
 - See associated GSWG briefing sheet for additional issues
 - There is no prerequisite reading/review for this section
 - No formal votes are anticipated

3:15 p.m.—Update and report; 3:35 p.m.—Questions and discussion

3:40 p.m. – 3:55 p.m.

Complementary Federal Efforts: OneDOJ and OneDHS

Mr. Vance Hitch, Chief Information Officer, DOJ

- Attendees will be briefed on these two initiatives, which are coordinating various information sharing efforts within DOJ and the U.S. Department of Homeland Security (DHS), respectively. The presentation will also address how these initiatives complement one another and associated implications for Global activities.

3:40 p.m.—Presentation; 3:50 p.m.—Questions and discussion



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3:55 p.m. – 4:00 p.m.

Concluding Thoughts, Next Meeting, and Wrap-Up
Chairman Boehmer

- Mark your calendars—

Fall 2008 GAC Events

- October 22, 2008—*Global 101 Training*
- October 23, 2008—GAC meeting and leadership elections

Gaylord National Convention Center on the Potomac

4:00 p.m.

Adjourn



BJA Bureau of Justice Assistance