

Multistate Anti-Terrorism Information Exchange (MATRIX) Meeting

February 6, 2003
San Antonio, Texas

Minutes

On Thursday, February 6, 2003, a meeting of the Multistate Anti-Terrorism Information Exchange (MATRIX) project was held in San Antonio, Texas.

Chairman Tim Moore, Commissioner, Florida Department of Law Enforcement (FDLE), called the meeting to order and asked for introductions from attendees. The following MATRIX participants were in attendance at the meeting:

Ms. Dawn Brinningstaull
Michigan State Police
Chief Marshall Caskey
Texas Department of Public Safety
Mr. David Caldwell
South Carolina Law Enforcement Division
Mr. Raymond Cook
Pennsylvania State Police
Lieutenant Colonel Steven Cumoletti
New York State Police
Ms. Karen Halliday
Michigan State Police
Ms. Christie Horton
Florida Department of Law Enforcement
Lieutenant Colonel Bart Johnson
New York State Police
Mr. Vernon Keenan
Georgia Bureau of Investigation
Mr. Kent Mawyer
Texas Department of Public Safety
Mr. Mitch McKee
Utah Department of Public Safety

Commissioner Tim Moore
Florida Department of Law Enforcement
Lieutenant Colonel Ralph Periandi
Pennsylvania State Police
Lieutenant Jerry Provence
Kentucky State Police
Mr. Phil Ramer
Florida Department of Law Enforcement
Ms. Chris Rogers
California Department of Justice
Major Mike Sapp
Kentucky State Police
Mr. Roland Squire
Utah Department of Public Safety
Major Jim Willis
Oregon State Police
Mr. Verdi White
Utah Governor's Office
Mr. Kent Wilson
Georgia Bureau of Investigation

The following individuals were also in attendance at the meeting:

Mr. Hank Asher
Seisint
Mr. Riley Bell
RISS Intranet Operations Group
Mr. Don Brackman
National White Collar Crime Center
Mr. Paul Cameron
Seisint
Mr. Gary Lusher
National White Collar Crime Center
Mr. George March
RISS Office of Information Technology

Mr. Bill Shrewsberry
Seisint
Mr. Richard Ward III
Bureau of Justice Assistance
Mr. Doug Bodrero
IIR
Mr. Bob Cummings
IIR
Mr. Clay Jester
IIR
Ms. Angie McKenzie
IIR

Chairman Moore stated that the minutes from the MATRIX meeting held October 7, 2002, in Minneapolis, Minnesota, and the minutes from the two Executive Committee conference calls (November 7 and December 11, 2002) needed to be approved by the participants. A motion was made to approve all three sets of minutes and was seconded. The motion was approved by all participants.

Mr. Doug Bodrero, Institute for Intergovernmental Research (IIR), introduced Mr. Richard Ward, Bureau of Justice Assistance (BJA). Mr. Ward began his presentation by providing background information on BJA. BJA provides assistance to state and local governments and is a funding agency of the U.S. Department of Justice. Mr. Ward stated that MATRIX is one of the most important projects that BJA has been involved with over the last 30 years. BJA had a limited amount of money to fund MATRIX and is looking at the Department of Homeland Security to keep MATRIX funded.

Mr. Ward provided an overview presentation on the Global Justice Information Sharing Initiative (Global) Intelligence Working Group (GIWG), which included the structure and mission of GIWG. Mr. Ward discussed the Global Advisory Committee. It is designed as a group of groups that were brought together to focus on better public policy. Global achieves its objectives through advisory committee meetings, working groups, and committees. The GIWG was formed to serve as the Criminal Intelligence Coordinating Council as described in *Criminal Intelligence Sharing: A National Plan for Intelligence-Led Policing at the Local, State, and Federal Levels - Recommendations from the LACP Intelligence Summit*. The group will address local, state, regional, and federal information sharing initiatives. Mr. Ward reviewed the GIWG goals and advised that there are six committees of GIWG. Those committees include policy, privacy, standards, connectivity/compatibility, outreach, and training. A review of each committee's mission was provided and the name of each committee chairman was identified. The GIWG will develop policy recommendations for new information sharing systems. Mr. Ward advised that an initial report regarding the recommendations is due to BJA on May 15, 2003. A copy of the presentation is attached (*Attachment A*).

Chairman Moore provided background information on the MATRIX project for the participants that were not present at the organizational meeting held October 7, 2002. Chairman Moore advised that in October 2001, 20 states were invited to Orlando, Florida, to participate in a meeting. The issue of collecting and sharing real intelligence on the state level was discussed. As a result of the meeting, a Memorandum of Understanding (MOU) was developed and signed by the states. Participants were advised that a grant award in the amount of \$4 million was received that provided three major items: (1) node connection to riss.net, (2) maximize data integration, and (3) development of Web site at each state to promote intelligence sharing. Chairman Moore advised that he and Governor Bush provided a briefing on MATRIX to Vice President Dick Cheney; Governor Tom Ridge, Director, Department of Homeland Security; Director Robert Mueller, Federal Bureau of Investigation (FBI); and Mr. Steve Cooper, Chief Information Officer, Department of Homeland Security.

Mr. Phil Ramer, FDLE, discussed items to be covered during an intelligence staff breakout session to be held later in the morning. Mr. Ramer advised that the intelligence staff needed to meet to discuss initiatives and to work out technical and policy issues in each state. Some states have laws on what information can be shared. Mr. Ramer advised that his proposed first step was to connect each state to ThreatNET.

Chairman Moore asked how many states were prepared to provide other states with access to their intelligence system. The states of California, Georgia, Oregon, Pennsylvania, South Carolina, Texas, and Utah indicated they were prepared.

Chairman Moore advised that Lieutenant Colonel Mark Oxley, Louisiana State Police, sent his regrets for not being able to attend the meeting.

Mr. Clay Jester, IIR, provided a status report on grant funding. He advised that a grant award in the amount of \$4 million had been received by IIR for the MATRIX project. The period of the grant award is November 1, 2002, through October 31, 2003. Mr. Jester stated that, since the last meeting, two conference calls were held by the Executive Committee. Participants were advised that a copy of the minutes from the October meeting and the minutes from the two Executive Committee conference calls were in the meeting packets. Mr. Jester advised that the top priority for MATRIX is to connect each state to the Regional Information Sharing Systems (RISS) secure intranet (riss.net) as a node. The second priority is to establish a secure Web site and identify sources of intelligence information within each state that can be shared. Mr. Jester advised that the node connection for FDLE had been established and that the states of California, Oregon, and Utah already have connection to riss.net. Discussion was held regarding additional states being connected through other gateways. Specific discussion occurred as to how this issue related to the Southwest Border (SWB) states. In response to Chairman Moore's question regarding the delay in connecting other states, Mr. Jester advised that Mr. George March, RISS OIT, would outline the entire process in place for connecting as a node during his presentation later in the day. Mr. Jester indicated that a RISS node application from each state must be completed and sent to the state's in-region RISS center, and that coordination by RISS OIT is needed to facilitate the connection. IIR will develop a MOU regarding equipment ownership. The MOU will transfer ownership of the equipment to the states after IIR purchases the equipment. Mr. Bodrero advised the participants that a copy of a draft MOU between IIR and FDLE covering ownership transfer of equipment was included in the meeting packets for their review. Mr. Jester advised that changes had been made to the MOU as a result of the FDLE connection. Mr. Jester advised that once the process is in place, connection of the nodes can be done quickly. A breakdown of the MATRIX budget was provided. A copy of the presentation is attached (*Attachment B*).

Mr. Bodrero indicated that states could proceed with developing their Web site. An invoice should be submitted to IIR and development costs up to \$22,000 will be reimbursed.

Participants discussed alternate funding sources. Chairman Moore hoped that the states would be able to use a share of the first responder money from the Department of Homeland Security to enhance participation in the MATRIX project. He indicated that he was not aware of any other available funding sources outside of the Department of Homeland Security.

A comment was made that the MATRIX promotional document is a useful tool. Chairman Moore advised that the MATRIX promotional document is being updated to remove references to data mining and to provide a more clear explanation that MATRIX is not collecting additional information, but instead using data that is already available.

Mr. Bodrero advised that a copy of the MOU between the state systems and IIR was in the information packet that participants received. The MOU authorizes IIR to dispense money. Mr. Bodrero stated that three states had not submitted the MOU to IIR. Chairman Moore

advised that a conference call will be held with the chief executives regarding MATRIX. Participants were asked to make their governor aware of MATRIX, especially if the state has already submitted their MOU.

Discussions were held on data availability. Chairman Moore indicated the importance of understanding the status of determining data availability and who controls the data. Mr. Jester advised that nine states have provided IIR with some information on data availability. Chairman Moore suggested that in 30 days, an assessment of where MATRIX is with the data availability is needed. Some states indicated it may take as long as 45 days to obtain the information due to changes in governors.

Mr. Bob Cummings, IIR, stated that the state law enforcement agency in most states has control over the criminal history information in their state. Mr. Cummings suggested that the law enforcement agency in each state provide the criminal history information and then work on gaining access to and providing the other information not controlled by the law enforcement agency in that state. Mr. Jester suggested that, based on previous information received, at least six states could provide the criminal history information. A motion was made that the states provide information in order of priority on (1) criminal history, (2) driver's license and motor vehicle data, (3) digital photos, (4) sex offenders, and (5) department of corrections data. The motion was seconded and approved by all participants.

Chairman Moore discussed data security needs. A motion was made to research security and pay for the security needs subject to a vote on the details by the MATRIX Executive Committee. The motion was seconded and approved by all participants.

A presentation on the National White Collar Crime Center (NW3C) Tips Program was provided by Mr. Gary Lusher, NW3C. He stated that the purpose of NW3C is to offer support services to state and local law enforcement. Currently, NW3C serves more than 1,400 agencies. Services provided include training (financial and computer crime) and investigative support. Mr. Lusher stated NW3C has the capability to receive public tip information related to terrorism and provide to state Web sites. A tips portal will provide an agency with information it can share and help ensure that everyone who needs the information receives it. This would ensure that all 13 states in MATRIX receive the information. Other attributes of the NW3C program included identifying related tips and collating the information. Mr. Lusher advised that the service is provided free of cost, and NW3C could handle several states with limited human intervention. A copy of the presentation is attached (*Attachment C*).

Mr. George March, RISS OIT, provided a presentation on the process for connecting to riss.net as a node. Mr. March began his presentation by showing a diagram of riss.net and the resources that make up the network. He stated that, among other things, riss.net provides secure e-mail to any groups participating on the network. Mr. March stated that participants need to provide the name of an executive and the name of the technical staff that should receive the application. Once this information is received, the application will be sent to the state contact for completion. Mr. March reviewed all items contained in the RISS node application kit and referenced items that each participant should maintain in their files. Each state will need to provide a copy of an executive summary or a copy of their most recent security audit with the application. Mr. March stated that, once the application has been completed, it should be sent to the state's in-region RISS center. The RISS centers are expecting the applications and have informed their policy boards in order to expedite the process. Upon approval of the application

by the policy board, RISS OIT will order and configure the equipment. A copy of the presentation is attached (*Attachment D*).

Chairman Moore asked Mr. March to provide information on the discussions regarding Southwest Border that were held earlier in the day with Mr. Marshall Caskey, Texas Department of Public Safety (DPS); Ms. Chris Rogers, California Department of Justice; and IIR staff. Mr. March pointed out that Southwest Border is currently a node on riss.net. Southwest Border connects four states: Arizona, California, New Mexico, and Texas. Texas staff asked how their participation in SWB would relate to their status as a potential MATRIX node. It was suggested that it may be prudent to try to address SWB state systems to gain a wider participation in MATRIX.

Mr. Ramer provided a demonstration of FDLE database applications made available via riss.net. Mr. Ramer stated that the goal was for all states to have access to the Florida Criminal Justice Network. Mr. March noted that Mr. Ramer was connected to riss.net and had specific permission to FDLE. Mr. Ramer reviewed FDLE's ThreatNet application. This database was developed to provide relevant information to first responders. The purpose of the demonstration was to show how states could have access to other states' intelligence databases using riss.net. A copy of the presentation is attached (*Attachment E*).

Mr. Paul Cameron, Seisint, provided a demonstration of the FCIC Plus application. FCIC Plus is the Seisint-produced data integration application. The application contains driver's license images, motor vehicle registrations, an electronic generated line-up capability, historical and current information on addresses and telephone numbers, and mapping software. Chairman Moore noted that a key point of the effort is to build a national intelligence system. The information is available, and the power of this system is to make the information useful. A question was asked on the costs associated with updates to the system. Mr. Cameron stated that the costs are determined by the size and amount of data. He does not have enough information on what is needed, and stated that additional details and criteria are needed before a price can be determined.

Mr. Ramer was asked to provide a report on the discussions at the intelligence staff breakout session held earlier in the day. The staff discussed each state's system and current state laws for sharing the data. IIR and FDLE will work with each state individually to obtain additional data. Each participant gained a better understanding of what is available in each state, and all states expressed a desire to share information. Mr. Ramer prepared a separate report on the discussions at the breakout session, and a copy of the report is attached (*Attachment F*).

Mr. Roland Squire, Utah DPS, provided a demonstration on Utah's Integrated Criminal Justice Information System. It was noted that Utah is already a node on riss.net. Mr. Squire reviewed the components of the Utah system and the different transactions that are available. A copy of the presentation is attached (*Attachment G*).

Mr. March provided a demonstration of the beta version of the RISSIntel database.

Mr. Bodrero asked that everyone review the master contact list for any changes or updates. Corrections will be made and an updated list will be sent by IIR to participants.

A question was asked as to who will take the lead on the secure Web page development and coordination effort. Chairman Moore indicated Mr. Ramer and the intelligence staff working group would be assigned this responsibility.

Mr. Bodrero summarized the discussions and tasks that were established during the meeting.

- (1) Participants should brief the governor of their state on MATRIX. A reminder was provided to the participants that Governor Bush (Florida) and Governor Leavitt (Utah) will host a conference call for the other governors to discuss MATRIX.
- (2) In 30-45 days, a conference call will be held for the states to provide a status report on where they are in the process of identifying data availability to contribute to MATRIX data integration efforts.
- (3) IIR will update the MATRIX promotional brochure to reference factual data analysis as it relates to FCIC Plus. Copies of the updated brochure will be sent to participants as soon as the brochure is received from the printer. Mr. Bodrero asked that the previous brochure not be used. Chairman Moore asked that an electronic copy of the updated brochure also be provided to participants.
- (4) IIR will develop a PowerPoint presentation on items the MATRIX project is involved in. A copy of the presentation will be provided to the MATRIX participants.

Discussions were held on the RISS Anti-Terrorism Information Exchange (ATIX). Mr. March stated that BJA contacted each state administrative agency (SAA) and asked that each state identify a point of contact for RISS ATIX. A list of states that have identified the point of contact was reviewed. Mr. March stated that if participants did not see their state listed, the SAA has not provided BJA with the needed information. RISS ATIX services will include a Web page, secure e-mail, and a bulletin board capability. Participants were advised that IIR is developing a CD-ROM on RISS ATIX.

The meeting was adjourned.