



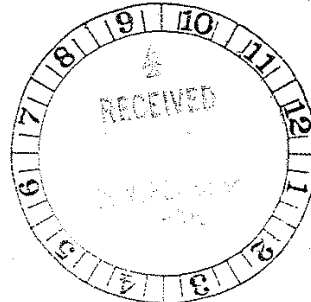
U.S. DEPARTMENT OF JUSTICE
Office of Justice Programs
CATEGORICAL/DISCRETIONARY ASSISTANCE PROGRESS REPORT

COPY

The information provided will be used by the grantor agency to monitor grantee cash flow to ensure proper use of Federal funds. No further monies or other benefits may be paid out under this program unless this report is completed and filed as required by existing law and regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements — 28 CFR, Part 66, Common Rule, and OMB Circular A-110).

1. GRANTEE Institute for Intergovernmental Research		2. AGENCY GRANT NUMBER 2003-LD-BX-0001	3. REPORT NO. 3
4. IMPLEMENTING SUBGRANTEE N/A		5. REPORTING PERIOD (Dates) FROM: 7/1/2003 TO: 12/31/2003	
6. SHORT TITLE OF PROJECT Information Technology and Intelligence Sharing Support to the Multistate Pilot Project		7. GRANT AMOUNT \$4,000,000	8. TYPE OF REPORT <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL <input type="checkbox"/> FINAL REPORT REQUEST
9. NAME AND TITLE OF PROJECT DIRECTOR D. Douglas Bodrero, President		10. SIGNATURE OF PROJECT DIRECTOR <i>D. Douglas Bodrero</i> by <i>EBR</i>	11. DATE OF REPORT 1/30/2004

12. COMMENCE REPORT HERE (Continue on plain paper)
See attached.



13. CERTIFICATION BY GRANTEE (Official signature)	14. DATE
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**INFORMATION TECHNOLOGY AND INTELLIGENCE
SHARING SUPPORT TO THE MULTISTATE PILOT PROJECT
TO EXCHANGE TERRORISM AND OTHER
INTELLIGENCE INFORMATION**

PROGRESS REPORT

JULY - DECEMBER 2003

I. ADMINISTRATIVE MATTERS

The Institute for Intergovernmental Research (IIR) was awarded Grant Number 2003-LD-BX-0001 in the amount of \$4,000,000 to provide and facilitate delivery of information technology (IT) and intelligence sharing support services to the multistate pilot project to exchange terrorism and other intelligence information. The grant award set forth the objectives and specific tasks to be accomplished by IIR during the project period November 1, 2002, to October 31, 2003.

In December, IIR received an extension to this grant award. The grant period was extended to October 31, 2004.

This progress report covers activities in accomplishing the four grant objectives that describe the IT and data integration support activities: (1) support coalition member agency information exchange through access to the Regional Information Sharing Systems (RISS) secure intranet (riss.net) through coordination and facilitation of the connection of their systems as RISS member agencies to riss.net as nodes and through establishment of end-user accounts; (2) develop, implement, and integrate secure Web sites for coalition states; (3) develop and pilot test a model factual data analysis and integration system for terrorist and other intelligence information; and (4) provide management support to coalition efforts to exchange terrorism and other intelligence information. Detailed tasks are listed for each objective, and IIR activities are summarized under each task.

II. SCHEDULE OF CURRENT ACTIVITES

During the period July 1, 2003, through December 31, 2003, IIR and RISS Office of Information Technology (OIT) representatives spent time providing and facilitating delivery of IT and intelligence sharing support services to the Multistate Anti-Terrorism Information Exchange (MATRIX) project.

Activities were specifically directed at each of the four objectives of the grant. The following activities occurred to coordinate and facilitate accomplishments of the objectives and tasks.

In November, IIR staff coordinated and attended the MATRIX Board of Directors meeting in Atlanta, Georgia, and coordinated Factual Analysis Criminal Threat Solutions (FACTS) training for RISS staff in Tallahassee, Florida.

III. ANTICIPATED CHANGES

No changes are anticipated in grant operations at this time.

IV. SCHEDULE OF ACTIVITIES FOR NEXT PERIOD

For the reporting period January 1, 2004, through June 30, 2004, it is anticipated that the following activities will be conducted by IIR staff:

- Equipment needs will continue to be evaluated, and additional purchases will be initiated to facilitate state connectivity to riss.net as required.
- Communications requirements will continue to be evaluated and orders placed to facilitate state connectivity to riss.net.
- Conference calls will be scheduled to discuss project status with MATRIX board members.
- Information will continue to be solicited from state participants to gain further perspective into factual data analysis system requirements.
- Administrative policies and procedures documentation will be refined to address system integration concerns.
- Riss.net accounts will be created and activated to enable access to state resources using riss.net as new users are added.
- Participant state data files will be transmitted to Seisint, Inc. for analysis, mapping, refresh of data, and inclusion in the MATRIX factual data analysis application.
- Participant states will develop and implement secure Web sites for sharing terrorism intelligence with other MATRIX participants via riss.net.
- Client licenses will be assigned to provide participant state agency staff access to the MATRIX factual data analysis application.
- The privacy committee that was established will continue to evaluate the relevance and impact of issues relating to the availability and use of information by MATRIX participants.
- Performance measures that have been identified will be evaluated to monitor the success of the system and look for potential changes that could enhance system success.

- Additional law enforcement agencies will be evaluated as potential users of the system.
- Current system functionality will be examined and requirements will be developed to allow a competitive bid to be accomplished for the factual data analysis portion of the MATRIX project.
- Support from federal agencies that have expressed interest in participating will be validated via correspondence with agency executives.
- Future funding requirements and sources will be evaluated along with implementation strategies should they be identified.

V. SUMMARY OF ACTIVITY BY GRANT OBJECTIVES

Following are each of the four specific objectives and a summary of activities relative to each objective.

OBJECTIVE I

SUPPORT COALITION MEMBER AGENCY INFORMATION EXCHANGE THROUGH ACCESS TO THE RISS SECURE INTRANET (RISS.NET) THROUGH COORDINATION AND FACILITATION OF THE CONNECTION OF THEIR SYSTEMS AS RISS MEMBER AGENCIES TO RISS.NET AS NODES, AND THROUGH ESTABLISHMENT OF END-USER ACCOUNTS

Provide technology support to Coalition of State Law Enforcement Agencies member agencies and the RISS Intelligence Centers for the purpose of facilitating Coalition agency information exchange through access as RISS member agencies to riss.net, by coordinating and facilitating connection of Coalition agency systems to riss.net as nodes, and supporting end-user access through establishment of accounts for eligible state and local law enforcement member agencies and other public safety first responder agencies that are authorized access to the riss.net system through the approval of Coalition member agencies.

TASK A. *Provide for the establishment of node connections to riss.net for Coalition member agencies.*

IIR staff contacted RISS OIT staff and RISS center staff to coordinate the routing of the completed RISS node applications.

IIR coordinated the efforts between RISS and the participating states to complete the installation of equipment and communication lines required to accomplish node connectivity.

IIR provided the RISS Node Application documentation to staff at Connecticut State Police.

TASK B. *Coordinate and contract with Coalition members, RISS centers, and selected vendors, as needed, to establish and maintain node connections to riss.net.*

A contractual agreement was executed between the Utah Department of Public Safety and IIR to fund the development and deployment of a Web-enabled database application containing information compiled by Utah that will be accessed by the other participating MATRIX states.

TASK C. *Coordinate conferences and meetings of Coalition member agency representatives, RISS Intelligence Center directors, RISS technical staff (such as from the RISS Office of Information Technology and the RISS Intranet Operations Group), riss.net node agency technical staff, and other relevant representatives as needed to maintain and conduct Project information technology operations, including planning, agenda development, logistics, and travel arrangements.*

IIR and Florida Department of Law Enforcement (FDLE) staff met to discuss the development of policy documents that govern the relationship between the participant states and FDLE on the responsibilities of handling data that will be included in the MATRIX factual data analysis application.

IIR coordinated a meeting of representatives from the participating MATRIX states and representatives from other states potentially interested in becoming a part of the project in Atlanta, Georgia, on November 5. IIR provided logistical support regarding agenda development, on-site staff support, and processing reimbursements for attendee travel expenses.

IIR coordinated FACTS training for RISS staff in Tallahassee, Florida.

TASK D. *Provide technical research and support in identifying, evaluating, purchasing, and installing hardware, software, and network communications required to operate riss.net nodes, and to resolve system hardware, software, and communications problems and failures.*

IIR provided additional technical research and support to identify requirements needed to connect the remaining MATRIX states to riss.net as nodes that had not already done so. IIR staff evaluated and ordered the necessary hardware, software, and network communication resources required to operate as riss.net nodes. IIR also provided technical support to state representatives to complete the installation and implementation of the equipment.

TASK E. *Provide for consultation, advice, coordination, on-site training, and system testing assistance support for the implementation process for connecting Coalition member agency node systems to riss.net, including assisting agencies with technical and configuration requirements, and ensuring appropriate security measures, hardware, and software are in place.*

Equipment and software to provide riss.net node connectivity for participating MATRIX states that had not completed their connectivity were configured by IIR staff.

IIR staff provided assistance to the MATRIX participants in understanding the different types of RISS nodes and helped determine which type of node each state should be.

During the reporting period, additional discussions were held between RISS, IIR, FDLE, and Seisint, Inc. staff to determine the best method for making the MATRIX factual data analysis application available to all MATRIX participant states on riss.net.

Additional discussions were held between MATRIX participants, RISS, IIR, FDLE, and Seisint, Inc. staff regarding the deployment process to transfer data from the MATRIX states to Seisint, Inc. to include in the MATRIX factual data analysis application.

TASK F. *Provide technology support to the Coalition members and the RISS Intelligence Centers to facilitate access to riss.net by arranging for installation of end-user service accounts, and work with eligible law enforcement and other public safety first-responder agencies to establish their individual riss.net end-user accounts.*

IIR staff provided technology support to FDLE staff to set up accounts and assign privileges to allow access to the MATRIX factual data analysis application and other resources on the FDLE network using RISSGate software.

IIR coordinated FACTS training for RISS analysts. The analysts will provide support to RISS member agencies. RISS IT staff were trained regarding the access requirements to assist with MATRIX user issues.

TASK G. *Identify and contract with Coalition members, RISS centers, and selected vendors required to maintain end-user accounts for connectivity to riss.net by member agencies.*

Account privileges were modified by RISS staff to allow access to FDLE resources utilizing RISSGate software.

RISS staff coordinated with MATRIX state staff to configure access to RISS resources such as secure e-mail and RISSLeads discussion forums.

TASK H. *Arrange for support of on-site training and system-testing assistance, as required, of each of the Coalition member agency-authorized users during installation of specified hardware, software, and communications lines for member agencies' accessibility to riss.net.*

RISS OIT staff provided on-site and remote support to the MATRIX participant states to access MATRIX resources on riss.net.

FDLE and Seisint staff traveled to Connecticut, New York, Georgia, Utah, and Michigan to train staff on the use of the FACTS application.

TASK I. *Provide technology support to Coalition member agencies in establishing end-user account access through the RISS ATIX policy to participants which include public service agencies, organizations, institutions, and enterprises, such as fire departments, emergency medical service personnel, and other personnel from government and nongovernmental entities with responsibility for planning and implementing prevention, response, mitigation, and recovery efforts regarding terrorism and disasters.*

Discussions were held during the reporting period regarding RISS ATIX (Anti-Terrorism Information Exchange) resources and the procedures that would be required to create access for user community groups.

OBJECTIVE II

DEVELOP, IMPLEMENT, AND INTEGRATE SECURE WEB SITES FOR COALITION STATES

Develop, implement, and integrate secure Web sites for each of the respective Coalition of State Law Enforcement Agencies states to enable them to share critical information related to terrorism and other criminal activity, both within each state for law enforcement and other public safety first-responder agencies, and with other Coalition state intelligence systems and RISS centers.

TASK A. *Facilitate development of secure state Web sites for Coalition member agencies.*

IIR continued discussions with MATRIX participants from Utah and Florida to identify common elements that may be used to share information via secure Web sites on riss.net.

Utah staff completed the development of its Web-based law enforcement information sharing application. During the period, the application was made available for data sharing within the MATRIX participant states.

The Florida terrorism threat database application was made available for sharing within the MATRIX participant states.

TASK B. *Identify and contract, as necessary, with Coalition members, RISS centers, and selected vendors required to implement and maintain secure state Web sites for connectivity to riss.net by member agencies.*

IIR contracted with Utah to complete the development and deployment of its law enforcement information sharing application with MATRIX states via riss.net.

TASK C. *Provide support and assistance to Coalition members and RISS centers in deployment of hardware and software to member agencies for connecting to riss.net and supporting secure state Web sites.*

RISS OIT staff provided support and assistance to FDLE staff to publish the FDLE ThreatNet Web site to make it available to MATRIX participants on riss.net.

RISS OIT staff worked with Utah staff to allow query of its information sharing application a part of the consolidate search capabilities within the RISSIntel application.

TASK D. *Arrange for on-site training and system testing assistance, as required, of each of the Coalition member agencies during installation of specified hardware, software, and communications lines for secure state Web sites.*

IIR staff coordinated with FDLE and RISS OIT staff to complete the necessary steps to provide the FDLE ThreatNet Web site on riss.net.

OBJECTIVE III

DEVELOP AND PILOT TEST A MODEL FACTUAL DATA ANALYSIS AND INTEGRATION SYSTEM FOR TERRORIST AND OTHER INTELLIGENCE INFORMATION

Development and pilot testing by the Coalition of State Law Enforcement Agencies of a model state factual data analysis and integration capability implemented by the state of Florida to store terrorist and other intelligence information; integrate and combine such information with data from public record source information systems and with restricted-access government databases from other Coalition states to define, screen, develop, and support investigative information; and assist the Coalition in the implementation of these capabilities to facilitate intelligence collection, analysis, and exchange.

TASK A. *Implement the Florida model state factual data analysis and integration system for Coalition member agency use.*

Client licenses to provide access to the Florida factual data analysis application were issued to users in Georgia, Connecticut, New York, Michigan, Pennsylvania, and Utah.

Training was provided by FDLE for all users receiving client licenses for the factual data analysis application.

Data was received from Connecticut, Georgia, Michigan, New York, Ohio, Pennsylvania, and Utah for inclusion in the factual data analysis application.

Security measures were evaluated and enhanced to ensure that only authorized users would have access to the data submitted by participating states.

IIR completed initial efforts to collect and analyze statistics to gauge the benefit to MATRIX participating states. (*Attachment A.*)

- TASK B. *Test and evaluate the Florida model state factual data analysis and integration system, and assess advanced technology applications for implementation by Coalition agencies.*

MATRIX participants from Florida, Georgia, Pennsylvania, Michigan, Ohio, Pennsylvania, Connecticut, and Utah sent data to the FDLE representative at the Seisint facility for inclusion in the factual data analysis application for either initial loading into the system or refresh of data previously loaded into the system.

- TASK C. *Provide for short-term and long-term research to identify, evaluate, and test technology to resolve system problems, enhance performance, and develop strategies for implementing new technology.*

The speed for the communications link from the RISS central site to FDLE that provides the access for the factual data analysis application was upgraded to offer faster access for users.

- TASK D. *The Coalition will research, evaluate, select, implement, staff, and operate state intelligence factual data analysis capabilities.*

Due to a reassignment of the previously appointed security officer, a new full-time security officer was recruited and trained and is located on-site at Seisint, Inc. to facilitate and monitor the implementation of the FACTS application for use by MATRIX participant states.

At the November MATRIX board meeting, a decision was made to form a privacy committee to evaluate and monitor FACTS usage.

- TASK E. *Define parameters and procedures for the model factual data analysis and integration capabilities to screen, develop, and support investigative information.*

FDLE worked with IIR and the other MATRIX participant states to develop and refine privacy and security policy documents governing use of the factual data analysis application. Forms were updated and provided with the policy documents to solicit user information to perform security checks on individual users.

- TASK F. *Provide assistance to the Coalition in the implementation of state intelligence analysis capabilities to collect, analyze, and exchange intelligence.*

RISS staff members were trained and given access to the FACTS application to facilitate usage by states in their respective geographic areas as well as utilizing the application to assist their member agencies.

OBJECTIVE IV

PROVIDE MANAGEMENT SUPPORT TO COALITION EFFORTS TO EXCHANGE TERRORISM AND OTHER INTELLIGENCE INFORMATION

Coordinate and facilitate meetings of the Coalition of State Law Enforcement Agencies to address technical, coordination, and resource requirements of the Multistate Pilot Project to Exchange Terrorism and Other Intelligence Information, and provide administrative and management staff support to Coalition activities.

- TASK A. *Contract with selected vendors and Coalition member agencies, as needed, to ensure successful and timely completion of deliverables for development and operation of the Multistate Pilot Project to Exchange Terrorism and Other Intelligence Information.*

A memorandum of understanding (MOU) was entered into and signed between the MATRIX project Participant Group and IIR. The MOU sets forth guidelines regarding the MATRIX project and became effective October 1, 2002. The purpose of the MOU is to provide a framework and working mechanism for the organization of the MATRIX project to address issues that are common to MATRIX participant group members on a national scope; to assure the success of the project through the achievement of coordination and cooperation; to define the working relationships of the parties of the MOU; to outline the intent of the parties regarding the implementation, operation, and administration of the project; and to identify objectives for seeking a funding award from the U.S. Department of Justice for the project.

IIR contracted with Utah to complete the development and deployment of its law enforcement information sharing application with MATRIX states via riss.net.

- TASK B. *Coordinate logistics, planning, and agenda for delivery of specialized training and conferences, in response to problems and needs identified as a result of the Project development and implementation, through accomplishment of other objectives and tasks in this proposal, by Coalition officials or by BJA program management.*

IIR staff met with FDLE staff to coordinate logistics, planning, and the agenda for the MATRIX Board meetings and Executive Committee conference calls that were held during the reporting period.

- TASK C. *Contract with RISS centers, as needed, on behalf of Coalition member agencies for implementing and enhancing the interface between riss.net and the Coalition member agency systems.*

No activity was conducted under this task during the reporting period.

- TASK D. *Provide support to the Coalition member agency representatives and Executive Policy Group members in the management of meetings of the Coalition, Executive Policy Group, and other working groups and committees to address Project implementation and operation.*

IIR staff provided support to the MATRIX Board of Directors and the Executive Committee in coordinating the logistics for the meetings and conference calls that were held during the reporting period.

- TASK E. *Provide policy research and management support to facilitate Coalition discussions as directed.*

IIR participated in the development, evaluation, and adoption of privacy and security policies to regulate factual data analysis application usage.

- TASK F. *Coordinate and facilitate up to one meeting of the Coalition and two meetings of the Executive Policy Group.*

IIR staff coordinated the arrangements for the MATRIX Board of Directors meetings and conference calls that were held during the reporting period.

- TASK G. *Coordinate and facilitate other site visits and meetings related to technology implementation at the Coalition sites and other locations.*

In December, IIR staff visited Seisint and observed the security equipment and practices that were put in place to protect MATRIX participant data from unauthorized access.

- TASK H. *Assist in preparing meeting materials, audiovisual presentations, agendas, attendee lists, name badges, and other visual aids, as required; coordinate reimbursement of travel expenses for Coalition and other meeting and site visit attendees and travelers; and provide on-site meeting management for registration needs, message centers, oversight of meeting room set-up, liaison with hotel staff, and monitoring of meeting rooms, including audiovisual equipment operation.*

During the reporting period, IIR staff developed MATRIX informational documents. Copies of these documents were provided to the MATRIX participants. These documents provide an overview of the MATRIX project and contain contact information for each participating state. The document was revised to address questions that had arisen by participating states, funding agencies, and press inquiries.

IIR staff coordinated meeting activities, including finding appropriate locations; contracting for meeting and lodging facilities; preparing agenda and subject matter; monitoring of meeting rooms, including audiovisual equipment operation; and providing on-site support with attendees and site facility representatives for the MATRIX Board of Directors meeting held November 5, 2003, in Atlanta, Georgia. A copy of the meeting agenda is attached to this report (*Attachment B*).

IIR staff developed and coordinated preparation of a draft copy of documentation summarizing deliberations and decisions made at the MATRIX Board of Directors meeting held in November. The documentation for the meeting was finalized and distributed in final form to the MATRIX participants at the direction of the chairman of the MATRIX Board.

IIR staff coordinated reimbursement of travel expenses to the participants for the MATRIX Board of Directors meeting that was held during the reporting period.

IIR staff developed an expanded MATRIX frequently asked questions document for use by the MATRIX participants.

IIR staff maintained a master contact list and provided updated copies as needed to the MATRIX participants.

ATTACHMENT A

MATRIX Project Status Report

Multistate Anti-Terrorism Information Exchange (MATRIX)

Project Status Report

MATRIX Meetings

MATRIX Board of Directors

Staff of the Institute for Intergovernmental Research (IIR) coordinated meeting activities, including planning, agenda development, logistics, and travel arrangements for the MATRIX Board of Directors meetings held October 7, 2002; February 6, 2003; April 22, 2003; and November 5, 2003.

MATRIX Executive Committee

In addition, IIR provided coordinating activities for two MATRIX Executive Committee conference calls that were held on April 4, 2003, and June 24, 2003.

Agency Systems Connected to riss.net as Nodes

A Regional Information Sharing Systems (RISS) node application package was provided to each of the participating MATRIX states for review and completion. The states of Florida, Georgia, Michigan, New York, Pennsylvania, and Utah have completed the node application. Connecticut and Ohio are expected to complete their node application in the near future.

IIR provided support to identify requirements needed to connect the MATRIX states to riss.net as nodes. Staff evaluated and ordered the necessary hardware, software, and network communication resources required to operate as riss.net nodes. Once received, the equipment was configured.

System User Licenses Issued and Number Trained

The Florida Department of Law Enforcement (FDLE) has authorized the issuance of system user licenses and completed training as follows:

State	Number of Licenses Issued/Trained	RISS Center	Number of Licenses Issues/Trained
Connecticut	13	MAGLOLEN	3
Florida	372	MOCIC	3
Georgia	15	NESPIN	3
Michigan	13	RMIN	3
New York	8	ROCIC	3
Pennsylvania	11	WSJN	2
Utah	15		

Connections to the FDLE Node

For the period July 1 – September 30, 2003, there were 61,560 connections by users to the FDLE node. No data is available prior to July 1, 2003.

Number of Records Available in the FACTS Database

The number of records available in the Factual Analysis Criminal Threat Solution (FACTS) database is 3,991,178,088.

FACTS Database Connections/Use Sessions

The number of FACTS database connections is 1,665.

Number of Inquiries Made by Users to the FACTS Database

The number of inquiries made by users to the FACTS database is 283,088.

Data Sets

The MATRIX participating states provide data sets including driver’s licenses, motor vehicle registrations, corrections data, sexual offenders, and criminal history to FDLE for inclusion in the FACTS database. The MATRIX coverage of the state law enforcement databases is detailed below. Additional states have been listed for each data set. The data sets for the additional states were obtained by Seisint, Inc.

Driver’s License

In Production		In Process	
MATRIX States	Additional States	MATRIX States	Additional States
Florida with photos	Idaho	Michigan	Iowa
Utah	Minnesota		Maine
	Missouri		Massachusetts
	New Mexico		West Virginia
	Ohio		
	Oregon		
	Texas		
	Wisconsin		

Motor Vehicle Registrations

In Production		In Process	
MATRIX States	Additional States	MATRIX States	Additional States
Florida	Idaho	None	None
Utah	Maine		
	Minnesota		
	Mississippi		
	Missouri		
	Nebraska		
	North Carolina		
	New Mexico		
	Ohio		
	Texas		
	Wisconsin		

Department of Corrections

In Production		In Process	
MATRIX States	Additional States	MATRIX States	Additional States
Connecticut	Arizona	None	None
Florida	Arkansas		
Georgia	District of Columbia		
Michigan	Idaho		
New York	Illinois		
Ohio	Indiana		
Pennsylvania	Iowa		
	Kansas		
	Kentucky		
	Maine		
	Minnesota		
	Mississippi		
	Missouri		
	Montana		
	Nebraska		
	Nevada		
	New Hampshire		
	New Jersey		
	North Carolina		
	Oklahoma		
	Oregon		
	South Carolina		
	Tennessee		
	Washington		
	Wisconsin		

Criminal History

In Production		In Process	
MATRIX States	Additional States	MATRIX States	Additional States
Florida	None	None	None
Georgia			
Utah			
Pennsylvania			

Sexual Offenders

In Production		In Process	
MATRIX States	Additional States	MATRIX States	Additional States
Connecticut	None	Alabama	Alaska
Florida		New York	Arizona
Georgia		Pennsylvania	Colorado
Utah			Delaware
			District of Columbia
			Illinois
			Iowa
			Kansas
			Kentucky
			Louisiana
			Maryland
			Minnesota
			Mississippi
			Montana
			Nebraska
			New Hampshire
			South Carolina
			Tennessee
			Virginia
			West Virginia
			Wisconsin
			Wyoming

Secure Web Sites Developed, Implemented, and Maintained

The states of Florida and Utah have developed and implemented their secure Web sites.

(Note: At the November 5, 2003, MATRIX Board of Directors meeting, a motion was made that the MATRIX participants use the money scheduled for Web development costs (\$25,000) for other costs incurred by the states to participate in the project instead of using the money to build a Web site. The motion was approved by all participants. IIR requested a grant adjustment from the Bureau of Justice Assistance (BJA) that will give the states the flexibility to spend their \$25,000 in whatever manner they see needed as long as it supports the outcome of the project.)

Contracts

A contractual agreement was entered into between the Florida Department of Law Enforcement (FDLE) and IIR for equipment procurement, data communications services, and continuing support. The purpose of the agreement is to affirm that IIR will provide equipment and other services to FDLE for performance of MATRIX information technology support activities.

A contractual agreement was entered into and signed between Seisint, Inc. and IIR for the purpose of setting out the terms and conditions under which Seisint will provide factual data analysis and other services to the MATRIX project.

A memorandum of understanding (MOU) was entered into and signed between the MATRIX participant group and IIR. The MOU sets forth guidelines regarding the MATRIX project. The purpose of the MOU is to provide a framework and working mechanism for the organization of the MATRIX project to address issues that are common to the MATRIX participant group members on a national scope; to assure the success of the project through the achievement of coordination and cooperation; to define the working relationships of the parties of the MOU; and to outline the intent of the parties regarding the implementation, operation, and administration of the project.

An Agency Security Agreement and User Agreement were developed by FDLE. The Agency Security Agreement will be entered into by FDLE and each participating state agency for the purpose of providing access to certain investigative data. This Agreement also designates FDLE as the security agent for the MATRIX project.

Obstacles

Financial: Future Funding

States have expressed concern over the long-term cost of participating in the MATRIX project, especially if no consensus is achieved on a federal funding strategy. Some states are reluctant to invest resources into a project that may or may not be funded in the future. The states that withdrew from the MATRIX project cited state budget constraints as a contributing factor for discontinuing participation.

Financial: Costs for Extracting Data from Current Systems

Several states were faced with significant costs for exporting their database files for inclusion. However, many of the states impacted by this issue maintained their data with private vendors. Nonetheless, these costs ranged dramatically, from thousands to several hundreds of thousands of dollars. Some of these costs were nonrecurring, while others were recurring.

Privacy

Ensuring and maintaining privacy has been and continues to be imperative in the use of the FACTS database. The U.S. Department of Justice (DOJ) remains committed to ensuring that individuals' privacy rights are observed. In situations in which there is a legitimate law enforcement or public safety purpose to initiate law enforcement investigations, law enforcement agencies are expected to follow long-standing agency and judicial procedures that govern these situations.

A privacy policy has been developed which provides the rules related to collective limitations, use limitations, data quality, openness, and accountability. This policy must be adhered to by participating states. Users of the FACTS application will receive training and will be subject to a background investigation. A Privacy Committee has also been established to monitor this issue.

In addition, DOJ supports several initiatives concerning this topic and has received input from various organizations on model privacy guidelines and practices, such as the Global Justice Information Sharing Initiative's (Global) Privacy Information Quality Working Group. Additional information regarding Global can be found at www.it.ojp.gov/global <<http://www.it.ojp.gov/global>>.

Seisint, Inc.

Seisint, Inc. is a global information management and technology company providing products that allow organizations to quickly and easily extract valuable knowledge from large amounts of data. Seisint's products are made possible by integrating Seisint's Data Supercomputer technology, multitudes of available state and public records, and patent-pending data-linking methods.

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Seisint Senior Management		Seisint Board of Directors	
b6 [] [] [] [] []] President & Chief Executive Officer] , Chairman	7 b6
] Chief Financial Officer		
] Chief Operating Officer		
] General Counsel		
] Executive Vice President		

Security

Security principles regarding the use of FACTS are guided by the premise that law enforcement agencies should not access, analyze, or use personal information on individuals without a nexus to suspected terrorist or other illegal activity. FDLE, acting as the Security Agent for the MATRIX project, will take necessary measures to make certain that access to the FACTS application is secure and to prevent any unauthorized access or use. FDLE reserves the right to restrict the qualifications and number of personnel who will be accessing the FACTS application and to suspend or withhold service to any individual violating the privacy policy.

FDLE reserves the right to conduct inspections concerning the proper use and security of FACTS application data by MATRIX users and their agency. An audit log is maintained by the application for automated system dissemination. Each agency must maintain an additional audit log of "secondary" disseminations to authorized agency staff. In addition, FDLE implemented user agreements for licensees and member agencies that set forth the standards, policies, procedures, and guidelines that govern access.

Before officers are allowed to access information through FACTS, they must pass background investigations within their agencies, obtain approval from their agency head, and receive appropriate training and the necessary security protocols that allow them to achieve access. Use of the FACTS application in an unauthorized or illegal manner may result in the denial of further use of FACTS, discipline by the user's employing agency, and/or criminal prosecution.

Press

The press has characterized the MATRIX capability as the same type of system as the Terrorism Information Awareness (TIA), formerly known as the Total Information Awareness. As a result, it has been difficult to offer an accurate portrayal of the system. The MATRIX capability is not the same type of system as TIA.

The purpose of TIA was to track information on people so that law enforcement could detect potential terrorists and criminals. TIA sought to collect as much information about people as possible. The TIA database would integrate information from data contained in financial records, medical records, communication records, and travel records as well as new sources of information. The significant difference between the MATRIX capability and TIA is that TIA also planned to include intelligence data into the system. TIA also had a number of technological components to help government agencies identify and track individuals, identify patterns of behavior, and correlate relationships and associations. The MATRIX capability provides data to an investigator based on a query; information gathered is then analyzed. No intelligence data is provided, only information to support investigative leads or cases.

Policies and Practices: Reconciling Multistate Differences

The MATRIX Board of Directors oversees implementation and operation of the project, including funding, expenditures, and operational policies and procedures governing the sharing of information among local, state, and federal law enforcement agencies, including coordinating those activities with RISS.

The laws governing access to public record information in each state address what data is made available from those record sources. The MATRIX capability is structured to be in compliance with the laws of each participating state; by policy, the Board of Directors agreed the MATRIX capability could be used only in the pursuit of a criminal investigative matter.

ATTACHMENT B

**Meeting Agenda
MATRIX Board of Directors Meeting
Atlanta, Georgia
November 5, 2003**

Multistate Anti-Terrorism Information Exchange (MATRIX) Board of Directors Meeting

Atlanta, Georgia
November 5, 2003

Agenda

- 8:00 a.m. – 8:30 a.m. *Coffee and Danish*
- 8:30 a.m. – 8:45 a.m. **Welcome**
Introductions of Special Guests – BJA, DHS
- Election of New Chairman**
- 8:45 a.m. – 9:00 a.m. **Approval of Minutes** Chairman
 - Board of Directors Meeting – April 22, 2003
- Future of Executive Committee**
- 9:00 a.m. – 10:45 a.m. **FDLE Report**
 - Security Update
 - Background Issues
 - Data Status
 - What's in System Now
 - Impediments Encountered
 - Privacy Concerns
 - › Privacy Committee
 - › Adoption of Privacy Policy – Random Audits
- 10:45 a.m. – 11:00 a.m. *Break*
- 11:00 a.m. – 11:45 a.m. **Seisint Report**
 - Action on Security Issues
 - Background Concerns
 - Training Efforts
- 11:45 a.m. – 1:00 p.m. *Working Lunch*
- 1:00 p.m. – 1:30 p.m. **Performance Measures**
- 1:30 p.m. – 2:30 p.m. **Outreach**
 - Success Stories
 - Form for Reporting
 - Press Releases
 - Our Side of the Issue
 - Marketing Options
 - › Costs, Controls, Approval

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Multistate Anti-Terrorism Information Exchange (MATRIX) Board of Directors Meeting

Atlanta, Georgia
November 5, 2003

Agenda (Continued)

2:30 p.m. – 3:00 p.m.

Cost Proposal

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3:00 p.m. – 3:30 p.m.

Recognition of New States

- Adding New States in the Future
- Allowing Other Users on the System
 - › Costs, Controls, Approval

3:30 p.m. – 3:45 p.m.

Break

3:45 p.m. – 4:15 p.m.

Future Funding

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4:15 p.m. – 4:30 p.m.

Other Issues

4:30 p.m.

Adjourn