



Office of the Commissioner

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The Honorable Jane Ranum, Chair
The Honorable Thomas Neuville
Senate Public Safety Budget Division

The Honorable Leo Foley, Chair
Senate Crime Prevention and Public Safety Committee

Chief Justice Russell Anderson
Minnesota Supreme Court

The Honorable Steve Smith, Chairman
The Honorable Mary Murphy
House Public Safety Policy and Finance Committee

Dear Colleagues:

I am writing to provide you with a status report on progress toward completing a legislatively-mandated report regarding the Comprehensive Incident-based Reporting System (CIBRS). Pursuant to Session Laws 2005, Chapter 163, Section 86. In July 2005, CriMNet Program Office staff met with the Committee Administrator of the House Civil Law and Elections Committee to discuss a proposal brought forward by the CriMNet Program and the Bureau of Criminal Apprehension's (BCA) Criminal Justice Information Systems (CJIS) section to incorporate the study of these issues into a broader study of the complex and closely related issues surrounding background checks and expungements.

As a follow-up to that meeting, written communication was sent to the Committee Administrator to outline what was discussed and a one-year extension on reporting to the committees was requested, with a written update in January 2006. The Committee Administrator spoke with the author of the study language, Representative Mary Liz Holberg, and both agreed that this would be a workable resolution to complete the study.

In August 2005, the CriMNet Program Office amended an existing interagency agreement with Management Analysis & Development (MAD), within the Department of Administration, to conduct the broader study of background checks and expungements, including study of the CIBRS-related issues above. At this time, CriMNet, CJIS, and Management Analysis staff all sought to clarify the legislative intent behind the CIBRS study language and worked with legislative staff before proceeding.

MAD has completed its initial phase of key stakeholder interviews as part of its study. Those interviews have included legislative committee chairs, legislative staff, cabinet agency heads, state court leadership and staff, law enforcement leadership, subject matter experts and other key stakeholders. Approximately 45 of these interviewees were asked for their perspectives on the extent to which CIBRS should be used for background checks required by law. An additional 80 interviewees and a yet-to-be determined number of focus group participants will be asked for their perspectives in the project's second phase, from January to April 2006.

Management Analysis has worked with CJIS staff who are on the CIBRS development team, the CIBRS stakeholder group, and the CIBRS executive advisory group to become familiar with the developing system and the data that will be held in the repository. The project team has conducted initial interviews and focus groups with CIBRS advisory groups to clarify the major issues related to the use of CIBRS for background checks, administrative processes to remove information from consideration for background checks, and records retention.

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The MAD team is proceeding to conduct additional individual interviews on the more specific expungement and records retention issues with subject matter experts such as the Minnesota Historical Society, the administrators of local records management systems and similar databases in other states.

In a third phase, MAD will be working with a "Delivery Team" (a subcommittee) of the Criminal and Juvenile Information Task Force to report what it has found about the options for consideration on background checks and expungements, including what it has learned about the use of CIBRS. Persons with knowledge about incident-level data will be recruited to serve on the Delivery Team. The next data gathering and analysis phase of the project will collect more information and perspectives about the pros and cons of using the incident-level data that would be contained in CIBRS for background checks. It is MAD's intention to interact with this group to learn more about the utility of CIBRS information as a data source for background checks, in comparison and contrast with the many other data sources that are now consulted for background checks.

Before the 2007 legislative session, Management Analysis will submit to my office a draft report of findings, conclusions, and recommended options relating specifically to CIBRS, stemming from its research and work with the Delivery Team. I will make any revisions or corrections necessary to comply with the legislative study directive and submit the report for your consideration before the beginning of the 2007 legislative session. I also expect that the Criminal and Juvenile Justice Information Policy Group will have a report prepared on the larger and closely related issues concerning background checks and expungements before the beginning of the 2007 legislative session.

Please let me know if you have any questions or need additional information.

Sincerely,



Michael Campion, Commissioner

cc: Rep. Mary Liz Holberg
Chairman Donald Betzold, Senate Judiciary Committee
Chairman Jeff Johnson, House Civil Law Committee
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