



Data Collection, Analysis, and Quality Subcommittee Minutes

Tuesday, January 14, 2025
1:00 p.m. – 2:00 p.m.
Zoom

Attendance: Stacey Manware, Lt. Col. Mark Davison, James McGennis, Chief Vern Riddick, Diana Gugliotta

Staff: Ken Barone, Erica Escobar

I. Welcome & Introductions

Stacey Manware called the meeting to order at 1:02 p.m.

II. Approval of December 10, 2024, minutes

A motion was made and seconded to approve the meeting minutes from December 10, 2024. The minutes were approved unanimously.

III. Old Business

a. 2025 Data Collection System Update timeline

The data upgrades voted on in May is expected to be fully integrated by July. NexGen will develop updates in January and February, followed by testing in March, with a phased rollout to over 70 agencies. Concerns persist with CentralSquare, particularly affecting Hartford PD, which has been unable to submit traffic stop data to CJIS for 18 months due to vendor issues. While Hartford manually submits data monthly, a permanent solution is needed. Discussions may be necessary with Hartford PD leadership and CentralSquare to address this issue.

Additionally, seven agencies continue reporting through the Collect Terminal, an outdated system. Some agencies plan to transition to RMS vendors, while others, like Groton Long Point, lack the resources for an upgrade. The feasibility of maintaining Collect as an option is being evaluated.

The proposed next step includes direct outreach to Hartford PD leadership and collaboration with CJIS to address vendor challenges and explore potential solutions.

b. DUI Checkpoint Clarification

An update was provided on DUI checkpoint clarification. The subcommittee agreed to the following clarification:

Traffic stop information must be reported as part of a DUI checkpoint only when:

1. The stop goes beyond the initial routine questioning of the driver. For example, if a driver is suspected of operating under the influence and asked to participate in a field sobriety test, this would constitute a reportable traffic stop.
2. The pre-established pattern for engaging with a driver is broken. For example, if the agency determines that every third driver will be questioned, but the behavior of the second driver in line causes an officer to stop and question the driver.

Traffic stops resulting from a DUI checkpoint should be coded as a "Spot Check."

IV. New Business

a. Chairman Dyson's Recommendation for new subcommittee member

New business included Chairman Dyson's recommendation to consider Dr. Michael Mascari for the subcommittee. Commissioner Higgins had suggested him due to his expertise in data collection and analysis, which aligns with the subcommittee's work. Chairman Dyson emphasized that the decision was up to the subcommittee but recommended Dr. Mascari as a valuable addition.

There were no objections to adding him, so it was agreed to invite Dr. Mascari to join starting next month, with the invitation extended on behalf of Stacey Manware.

b. 2023/2024 Annual Data Analysis Report Recommendation

The discussion focused on the 2023-2024 annual data analysis report. Given that the 2024 calendar year had just closed and there had been delays due to the state police audit, the research team had not yet completed the 2023 analysis. The recommendation was made to combine the 2023 and 2024 data into one report, as this approach would be more efficient and help the team catch up.

Concerns were raised about analyzing both years together, especially if discrepancies arose between the two years for a department. However, it was clarified that the analysis would still be separated by year, ensuring a thorough review of each. The report would include both years' data but presented in a way that reduced the workload without losing any critical insight. The team agreed that if departments showed significant changes across the years, those would be carefully considered.

The subcommittee agreed to proceed with the recommendation to analyze both years together, with a draft ready by April. If follow-up analyses were necessary, they would be addressed after that, potentially releasing the report in May or June.

c. 2022 to 2024 CSP Data Audit Timeline

The board recommended auditing three additional years of state police data. Lieutenant Colonel Davison stated that 2022 data is essentially completed using the 2021 metrics, and the reconciliation process was recently finished with minimal errors. The state police have been checking data monthly since August 2023. The group discussed that if they are comfortable with the 2022 data, the subsequent years may need less extensive auditing.

Ken Barone suggested that the reconciliation process has worked well, involving back-and-forth communication to address discrepancies. He recommended starting by reviewing the 2022 data, as it has already undergone reconciliation, rather than starting from scratch.

The subcommittee agreed to review the additional work of CSP as part of the auditing process.

V. General Discussion

a. Model Policy Update

IntegrAssure is currently focused on working with the data team to identify reports that can be automated and regularly fed back to departments. This will provide a clearer, easier-to-understand view of their data. Once this priority is addressed, they will begin interviewing police leaders, chiefs, and administrators to gather insights into what is helpful, what isn't, and how data

oversight is managed. The goal is to gather best practices from various agencies to inform the policy development process. As their work progresses, they will be invited to share their findings.

b. Draft Data Website updates

The topic was postponed until the next meeting.

The meeting was adjourned at 2:00 p.m.