



Data Collection, Analysis, and Quality Subcommittee MINUTES

Tuesday, March 18, 2025
1:00 p.m. – 2:00 p.m.
Zoom

Attendance: Stacey Manware, Chief Vern Riddick, Kevin Neary, Dr. Michael Mascari

Staff: Ken Barone, Erica Escobar

Guests: Dan Marino, Mary Meyst

I. Welcome & Introductions

Stacey Manware called the meeting to order at 1:05 p.m.

II. Approval of the February 11, 2025, minutes

A motion was made and seconded to approve the meeting minutes of February 11, 2025. The minutes were approved unanimously.

III. Old Business

a. Race and Ethnicity Categorization Discussion

The group reviewed the race and ethnicity categorization system in light of new federal guidelines. Erica's review of other states' data showed that most now allow multiple race selections, while the current system permits only one. The federal standard, updated in March 2024, now combines race and ethnicity into a single question, with Hispanic/Latino included as a racial category. The new categories are American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Middle Eastern or North African, Native Hawaiian or Pacific Islander, and White.

Discussion focused on whether to align with these federal changes. Concerns were raised about officer perception, potential data accuracy issues with multiple selections, and challenges in data entry. Transitioning to a single question was considered but would require system and training updates.

Kevin supported assessing whether state agencies are aligning with or transitioning to the new standard and offered to collaborate with Ken and Erica on outreach efforts. The group decided to update training documentation to reflect the new categories while evaluating the feasibility of further changes.

IV. New Business

a. Benchmark Analytics Data Automation Presentation

A presentation on Benchmark Analytics' Data Automation was provided. Over the past year and a half, efforts have been made to automate data cleaning, which was previously done manually. The Benchmark team was brought in to integrate data directly with the CJIS data system.

Phase one of this project focuses on automating report generation to improve data quality monitoring and engage police departments in addressing data inconsistencies. The next phase will aim to automate analysis and develop a dashboard for easier data visualization.

Dan Marino and Mary Meyst presented an overview of their work, detailing how they have automated the development of reports using stop data from previous years. These reports aggregate data by department, county, and demographic indicators. A key goal is to identify trends and flag irregularities for further investigation.

A recent issue with missing stop data was highlighted as an example of how automation can enhance oversight. A conversation with a police chief led to the discovery that a system error had caused incomplete data submissions. Upon further review, similar issues were identified in 11 other departments. Benchmark Analytics is working to implement systematic flagging mechanisms, potentially using standard deviations or trend-based analysis, to detect such discrepancies earlier.

The group also discussed the importance of setting internal thresholds for significant changes in data and ensuring agencies can review their own reports through an interactive dashboard. Moving forward, automated reports will be shared with the committee for feedback to refine the process and improve data accuracy.

V. General Discussion

a. CSP 2022 Data Audit Update

The CSP 2022 Data Audit update confirmed that the Lieutenant Colonel's team is reviewing older data using a process previously discussed. Rather than

conducting a separate audit, the group agreed to assess the team's findings, as they follow a model the group is comfortable with. The completed results and underlying data will be shared in the next one to two weeks for review and as a starting point. The group committed to reviewing at least three additional years of data, beginning with 2022, followed by 2023 and 2024, to ensure confidence in the data and monitoring systems by the time the 2024 data is reviewed. This approach prevents duplication of efforts, and the Lieutenant Colonel has been providing regular progress updates. The data audit remains ongoing.

There was no further discussion, the meeting ended at 1:54 p.m.