

**PALM BEACH COUNTY
BOARD of COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: March 11, 2014 Consent Regular
 Ordinance Public Hearing

Submitted by: Information Systems Services
 Submitted for: Palm Beach County LEX Program

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends a motion to approve Management Control Agreement (MCA) with the Palm Beach County Sheriff's Office and Palm Beach County Law Enforcement Exchange, Inc. (LEX) required by the Federal Bureau of Investigation (FBI) Criminal Justice Information Systems (CJIS) Security Policy.

Summary: Since 2004, Information Systems Services (ISS) has provided project management and technical support for the Palm Beach County Law Enforcement Exchange (LEX) program which facilitates the sharing of criminal justice information between numerous criminal justice agencies, including the Sheriff's Office, municipal police departments, School District police and the State Attorney's Office. The CJIS Security Policy requires a formal MCA be entered into with any non-criminal justice agency (such as ISS) having access to the Florida State network. The computer equipment for the program is located at the Palm Beach County Sheriff's Office as a designated Criminal Justice Agency (CJA) and designated ISS employees have been granted access to maintain the computer server and data sharing software. Countywide (PK)

Background and Justification:

ISS is responsible for maintaining the LEX application and the servers on which the application and database reside. As a non-criminal justice agency (NCJA) having access to criminal justice information, ISS is required to be a party to a MCA as stipulated in FBI CJIS Security Policy (Version 5.2 dated August 9, 2013). Page 29 of the policy states:

"5.1.1.4 Interagency and Management Control Agreements

A NCJA (government) designated to perform criminal justice functions for a CJA shall be eligible for access to the CJI. Access shall be permitted when such designation is authorized pursuant to executive order, statute, regulation, or inter-agency agreement.

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Attachment:

1. Management Control Agreement (2) originals

Recommended by:	<u>Steve Bordelon</u>	<u>2-28-14</u>
	Department Director	Date

Approved by:	<u>Robert Weisman</u>	<u>3-6-14</u>
	County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	\$0	\$0	\$0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Inc (County)	0	0	0	0	0
In-Kind Match (County)	0	0	0	0	0
NET FISCAL IMPACT	<u>\$0</u>	<u>\$0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
 # Additional FTE Positions (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included in Current Budget Yes X No

Budget Account Number(s):

Expense: Dept. Unit Object

B. Recommended Sources of Funds / Summary of Fiscal Impact

C. Department Fiscal Review: *Tom Coal 2/27/14*

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

<p><i>AK 3/3/14</i> <u><i>M. Smith 3/3/2014</i></u> OEMB</p>	<p><u><i>Barbara Wheeler 3-6-14</i></u> for Contract Administration</p>
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B. Legal Sufficiency:

Paul F... 3/6/14
Assistant County Attorney

C: Other Department Review:

Department Director

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The NCJA shall sign and execute a management control agreement (MCA) with the CJA, which stipulates management control of the criminal justice function remains solely with the CJA. The MCA may be a separate document or included with the language of an inter-agency agreement. An example of an NCJA (government) is a city information technology (IT) department.”

Management Control Agreement

Pursuant to the U.S. Department of Justice, Federal Bureau of Investigation Criminal Justice Information Systems (CJIS) Security Policy (the "Security Policy"), it is agreed that with respect to administration of that portion of computer systems and network infrastructure interfacing directly or indirectly with the Florida state network, (CJNet), for the interstate exchange of criminal history/criminal justice information, the Palm Beach County Sheriff's Office (the "Criminal Justice Agency") shall have the authority, via managed control, to set, maintain, and enforce:

- (1) Priorities.
- (2) Standards for the selection, supervision, and termination of personnel.
- (3) Policy governing operation of justice systems, computers, access devices, circuits, hubs, routers, firewalls, and any other components, including encryption, that comprise and support a telecommunications network and related criminal justice systems to include but not limited to criminal history record/criminal justice information, insofar as the equipment is used to process or transmit criminal justice systems information guaranteeing the priority, integrity, and availability of service needed by the criminal justice community.
- (4) Restriction of unauthorized personnel from access or use of equipment accessing the Florida State network.
- (5) Compliance with all rules and regulations of the Palm Beach County Sheriff's Office Policies and CJIS Security Policy in the operation of all information received.

As per Section 5.1.1.4 of the Security Policy, management control of the criminal justice function remains solely with the Criminal Justice Agency.

This agreement covers the overall supervision of all Palm Beach County Law Enforcement Exchange, Inc. (LEX) systems, applications, equipment, systems design, programming, and operational procedures associated with the development, implementation, and maintenance of any law enforcement system to include National Crime Information Center Programs that may be subsequently designed and/or implemented within the LEX organization.

Priscilla A. Taylor, Mayor
Palm Beach County Board of County Commissioners

Date

ATTEST
Sharon R. Bock
Clerk & Comptroller

By: _____
Deputy Clerk

Ric Bradshaw, Sheriff
Palm Beach County Sheriff's Office

2-28-14
Date

Frank Kitzerow, Chairman
Palm Beach County Law Enforcement Exchange,
Incorporated

02/28/14
Date

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

Paul F. J. _____
County Attorney

APPROVED AS TO TERMS
AND CONDITIONS

Steve Bordelon
Steve Bordelon, Director of ISS