

# NCJIS Modernization News



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<https://rccd.nv.gov/Services/NCJISMod/>

## Executive Message

Here are a few words from Erica Souza-Llamas, Executive Sponsor and Division Administrator of the Nevada Department of Public Safety (DPS), State Police's Records, Communications and Compliance Division (RCCD):

"It is my pleasure to provide an update on the budget activities impacting the NCJIS Modernization Program. I am happy to report that our request to the 2021 81st Legislative Session for continued funding in the amount of \$15,643,998 was approved for the 2022/2023 biennium. The Records, Communications and Compliance Division will continue its efforts to seek legislative funding in the upcoming 2023 Legislative Session for the 2024/2025 biennium to continue making positive strides toward the implementation of the NCJIS Modernization Program. I am also pleased with the progress being made on all efforts within the NCJIS Modernization Program. Everyone has worked very hard to get where we are today, and we are enjoying the fruits of their labor. I look forward to their ongoing efforts and successes!"

## NCJIS Modernization Update

The Nevada Criminal Justice Information System (NCJIS) Modernization Program is multiyear effort and a significant transformation that embraces state-of-the-art technology to better serve your business needs. This modernization effort will replace existing, and add critical, system functionality for internal and external users that will provide improved services to civil businesses while improving the efficiency and effectiveness of public safety operations.

At present, the NCJIS Mod Team is performing User Acceptance Testing. Selected agencies will be testing later. This essential yet time-consuming work tests hundreds of scenarios to discover and resolve any issues that surface. Criminal justice agency training and migration to the new system will follow.

Civil applications work began in early August and is proceeding on schedule with solution design reviews.

All planned milestones are being achieved by carrying out sequenced activities, each that needs to be completed successfully and in good order. Our priority is to ensure quality through a correct and unhurried rollout. Toward this aim, the implementation schedule provides a relative timeline to remain flexible enough to accommodate additional activities as needed to ensure the best possible experience for our civil and criminal justice stakeholders.

This issue of our newsletter highlights accomplishments, recaps the benefits of the new technical solutions and informs on upcoming civil business outreach.



## Accomplishments

The NCJIS Mod Team, in close collaboration with our many vendors, has been working diligently with great success in designing and building a more robust and efficient NCJIS environment.

Here are some achievements that have laid the necessary groundwork that will support future civil business applications.

- Online training and certification. This translates into lower expenditures across all public safety organizations.
- Development of the criminal justice infrastructure in the Cloud for a safer Nevada.
- Design, development, testing, and training for the Nevada Civil and Criminal Information System (NCCIS) Portal.
- Solution Requirements Specifications review. This extensive work was completed in preparation for the future civil business automated transactions, such as Brady Firearms checks, personal identification (PID) checks, and Civil Name Checks (CNCs). This process facilitates a common understanding of system functionality among stakeholders and provides a functional specification for further design work by architects and developers.

## Civil Business Solutions

This section highlights the automated solutions being brought to our civil business customers through the NCJIS Modernization.





## Nevada Civil and Criminal Information System



**NCCIS** is a new web portal for both civil business and criminal justice users. It is a gateway to new solutions and functionality for civil business users not previously available in the old system.

The NCCIS Portal is a cloud-based solution that provides a new way of interfacing with civil businesses and supports more features, capabilities, and reliable access. It is based on an industry standard, the National Information Exchange Model (NIEM) eXtensible Markup Language (XML). The NCCIS Portal will be accessible through any web browser.

Benefits in using the NCCIS Portal include:

- A fully modernized, robust, web-based environment.
- Centralized, easy access to current forms and information for customers.
- Ease in updating account information.
- Payment of bills or addition of money to accounts directly through the Portal.
- Online capability for civil applications through the Portal.

## Civil Applicant Program

The Civil Applicant Program requires fingerprinting for non-criminal justice national background checks. Fingerprinting is used to determine an individual's identity so that a complete criminal history record can be generated for employment or volunteer service screening.

This solution is slated for development in late 2023. Expected benefits include:

- Tracking by employers or employment agencies on the status of civil fingerprint submissions within the NCCIS Portal.
- Receiving civil fingerprint responses faster through the NCCIS Portal.





## Civil Name Check Program

The Civil Name Check (CNC) Program is designed to provide criminal history record information to authorized Repository users based upon an inquiry made by name and numeric identifiers rather than fingerprints.

CNC will be a modernized web-based solution accessible through the NCCIS Portal.

## Point of Contact Firearms Program

Nevada Federal Firearms Licensed (FFL) businesses use the Point of Contact Firearms Program as their point of contact rather than going to the FBI's National Instant Criminal Background Check System (NICS) directly. The advantage to this is that the Point of Contact Firearms Program has access to Nevada criminal history records unavailable to agencies outside of the state, as well as the national records.

This automated solution is slated for development in late 2023. Benefits to expect include:

- FFL businesses will be able to submit customer information directly through the Portal, with no need to call and wait in a queue.
- FFL responses will be received faster through the NCCIS Portal.

## Change Management Engagement

Change Management will soon reengage with civil business change ambassadors to provide program updates with key information on planned activities, conduct surveys, and help your organization prepare for using the new online civil applications through the NCCIS Portal anticipated to be available by late 2023.

## Change Ambassador Enrollment

Civil business client organizations are encouraged to enlist a representative to serve as change ambassador as your key point-of-contact. Large organizations may have more than one change ambassador to help facilitate communication.

Follow this Smartsheet link to sign up your change ambassador today!

[Change Ambassador Submission Form](#)

This link may also be accessed on the NCJIS Modernization web page, under Change Ambassador Information at:

<https://rccd.nv.gov/Services/NCJISMod/>





## Civil Change Ambassador Meetings

Civil business change ambassadors will be invited to periodic meetings via Microsoft Teams starting in fall 2022; exact dates are to be determined.

## Change Management Surveys

### I. Baseline Surveys

A Baseline Survey will be delivered by e-mail for each new solution (Civil Applicant, CNC, Point of Contact Firearms) to measure key conditions (indicators) before and after the new solutions are launched. This will help to determine the level of customer satisfaction improvement and success of this modernization effort.

### II. Change Readiness Survey

A Change Readiness Survey will be delivered in the months ahead by e-mail. Change Readiness surveys help to measure understanding and find opportunities for communication improvement. The Change Manager will identify and assess the potential challenges that might arise with implementation of new procedures and processes and with this modernization—online automated services for your organization.

The NCJIS Mod Team’s top priority is to provide constant communication and gain important feedback from our valued stakeholders. **Visit the NCJIS Modernization web page to find:**

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**Need help or additional information?**

**Contact us by e-mail: [NCJISMod@dps.state.nv.us](mailto:NCJISMod@dps.state.nv.us).  
With great appreciation from the NCJIS Mod Team.**

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