

CJLEADS User Administration Q&A Meeting Minutes

March 5, 2021

Below are the questions and concerns that came up in our previous CJLEADS Admin Q&A Session. As stated before, these sessions are not mandatory and will be held monthly. We will continue to make a meeting minutes page from the previous session to help admins who were unable to attend. Thank you.

1. A lot of questions came up about the CJLEADS/DCI migration and the current Pilot Program that is being offered.

Currently we have 100 users across the state that use a new program which allows the user to view Module 1 DCI results within CJLEADS. One of the Admins from the Pilot asked about when this would be going to all users. Please understand that this is a hard question to answer as it is out of my hands. Currently we are waiting on legislation to determine if this moves forward.

DCI will still have to be paid for by the agency to use this functionality, but we are hopeful that decisions will be made on whether this program moves forward, and we can onboard more agencies.

If your agency is in the Pilot program, please submit any feedback that you can to cjleadshelp@nc.gov. This allows us to track success stories, as well as work on any issues while it is still just a small group of users.

2. It was asked if one agency archives a NCID, can the next agency the user goes to be able to use the same ID.

The answer is yes. If the officer is leaving an agency and they archive the ID in a timely manner the new agency can use that same ID for the user. Please remember that any saved watchlist or data associated with that ID is gone though. The ID is considered new once created from an archived state.

3. Upcoming updates and changes

We have been approved to update our website (CJLEADS.nc.gov). Please look for changes soon to the website, which will allow Admins to have their own section. This will be an easy way to locate updated paperwork just for the Admins.

4. We discussed training and using the LMS site.

It is important to remember that LMS is not connected to NCID. Therefore, when signing a user up for training, please follow the instructions on the PDF located on the Training Registration card on our website (CJLEADS.nc.gov). For further help with CJLEADS Training contact Matt and Lois at cjleadstraining@nc.gov.

5. I am an admin, why do I not see my admin rights?

Sometimes your agency may tell you are the new admin, however you must take a CJLEADS Admin class to be promoted. Classes are listed in LMS and you may sign up. Before signing up, the agency must submit the proper agency contact form listing you as a new admin.

6. If I am already a CJLEADS admin can I take class again?

The answer is yes. If you would like a refresher class on your admin duties, please feel free to sign up for training.

7. Guest appearances during the Q&A

We have decided to invite special guests to the Q&A sessions. Our first guest will be the Director of CJLEADS. All guests will be announced prior to the Q&A Session!