

Board of County Commissioners Agenda Request

Date of Meeting: December 19, 2023

Date Submitted: December 4, 2023

To: Honorable Chairman and Members of the Board

From: Edward J. Dixon, County Administrator
Temeka L. Rollins, Probation Division Manager

Subject: Approval of the Judicial Inquiry System (JIS) Department of Highway Safety and Motor Vehicles (DHSMV) - Access Certification Statement

Statement of Issue:

This agenda item seeks Board approval for the renewal of the attached Judicial Inquiry System (JIS) Department of Highway Safety and Motor Vehicles (DHSMV) - Access Certification Statement.

Background:

JIS through a single-entry application solution provided through the Office of the State Courts Administrator, offers the judiciary and other authorized agencies access to DHSMV's Driver and Vehicle Information Database (DAVID) in order to retrieve much needed information pertaining to driver's licenses and vehicles.

The first Judicial Inquiry System (JIS) Department of Highway Safety and Motor Vehicles (DHSMV) - Access Certification Statement through the Office of the State Courts Administrator was approved by the Board of County Commissioners on May 4, 2021.

Analysis:

JIS DHSMV requires a Memorandum of Understanding – Access Certification Statement with each agency that requests access to the DAVID system. This agreement will remain in effect for 1 year. All County Probation Division staff members have completed the necessary training for access to the DAVID system. All information obtained from DAVID will be used for verification and compliance purposes for probationers. The appropriate policies and procedures are in place to ensure data security.

Fiscal Impact:

None.

Options:

1. Approve the Judicial Inquiry System (JIS) Department of Highway Safety and Motor Vehicles (DHSMV) - Access Certification Statement provided through the Office of the State Administrator and authorize the Chairman to sign all related documents.
2. Do not approve.
3. Board direction.

County Administrator's Recommendation

Option 1.

Attachment:

- Judicial Inquiry System (JIS) Department of Highway Safety and Motor Vehicle (DHSMV) Access Certification Statement



Office of the State Courts Administrator

JUDICIAL INQUIRY SYSTEM (JIS) DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLE (DHSMV) ACCESS CERTIFICATION STATEMENT

Under penalty of perjury I have read the requirements contained in the Memorandum of Understanding, Florida Administrative Code, Rule Chapter 60GG-2 (Formerly 74-2, FAC), and the Department of Highway Safety and Motor Vehicles Vendor IT Security Policy and declare that the following is true:

The Requesting Party,

(Agency Name)

hereby certifies that the Requesting Party has appropriate internal controls in place to ensure that the data is protected from unauthorized access, distribution, use, modification, or disclosure. This includes policies/procedures in place for both personnel to follow and data security procedures/policies to protect personal data. The data security procedures/policies have been approved by a Risk Management IT Security Professional or internal auditor.

Agency Head Signature

Printed Name

Title

Agency Name

Date