Department of Justice
EXECUTIVE SECRETARIAT
CONTROL SHEET

DATE OF DOCUMENT: 5/19/2020
DATE RECEIVED: 6/3/2020

WORKFLOW ID: 4419956
DUE DATE: 7/8/2020

FROM: Mr. Michael J. Costigan
Acting Director
Bureau of Justice Assistance (BJA)
Office of Justice Programs
Washington, DC 20531

TO: AG

MAIL TYPE: Action Memorandum

SUBJECT: (Rec'd from OJP via email) AG's approval and signature on the attached charter to renew DOJ's Global Justice Information Sharing Initiative Advisory Committee. (Global Advisory Committee or GAC) See related corres in ES. (NOTE: OJP requests pkg be EXPEDITED)

DATE ASSIGNED	**ACTION COMPONENT & ACTION REQUESTED**
06/30/2020	OAG For AG signature.

INFO COMPONENT:

COMMENTS: 06/30/2020: DAG initialed memo on 06/29/2020.
06/18/2020: PDASG (Murray) initialed memo electronically on 06/17/2020.
06/12/2020: JMD (Lofthus) concurred memo electronically on 06/12/2020.

FILE CODE:

EXECSEC POC: QUESADA Kathy: 202-616-0070

U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

May 19, 2020

MEMORANDUM FOR THE ATTORNEY GENERAL

THROUGH: THE DEPUTY ATTORNEY GENERAL 6-29-30

6/17/20

THROUGH: THE PRINCIPAL DEPUTY ASSOCIATE ATTORNEY GENERAL

THROUGH: Lee J. Lofthus LEON LOFTHUS Digitally signed by LEON LOFTHUS Date: 2020.06.12 14:07:17 -04'00'
Assistant Attorney General for Administration
Justice Management Division

THROUGH: Katharine T. Sullivan
Principal Deputy Assistant Attorney General
Office of Justice Programs

FROM: Michael Costigan
Acting Director
Bureau of Justice Assistance

SUBJECT: Renewal of the Department of Justice's Global Justice Information Sharing Initiative Advisory Committee Charter

PURPOSE: To obtain the Attorney General's approval of the attached charter to renew the Global Justice Information Sharing Initiative Advisory Committee.

TIMETABLE: As soon as possible. The current charter expires July 20, 2020.

DISCUSSION:

Pursuant to the Federal Advisory Committee Act, the Global Justice Information Sharing Initiative Advisory Committee (Global Advisory Committee or GAC) charter requires renewal every two years.

The GAC is an advisory body created to support development of national policy, practices, and technology solutions in support of the Department's mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance,

measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

There are no changes to the charter from the last version, approved in July 2018. OJP's Office of the General Counsel and I have reviewed the attached charter and find it consistent with the Federal Advisory Committee Act.

RECOMMENDATION: That the Attorney General sign the attached 2020 Global Justice Information Sharing Initiative Advisory Committee charter to renew the Global Advisory Committee for a two-year period.

APPROVE: WP Barr 7/7/2020 DATE: _____

DISAPPROVE: _____ DATE: _____

Attachments

2020 Global Advisory Committee charter
Membership Balance Plan

U.S. Department of Justice
Global Justice Information Sharing Initiative Advisory Committee Charter

1. **Committee's Official Designation**. Global Justice Information Sharing Initiative (Global) Advisory Committee (GAC).

2. **Authority**. This discretionary committee is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. II. The Attorney General approved the establishment of the GAC in 2000 to receive input from local, state, tribal, and federal agencies regarding information sharing and integration within the justice community.

3. **Objectives and Scope of Activities**. The GAC is an advisory body to the Attorney General, and the Assistant Attorney General (AAG), Office of Justice Programs (OJP) through the Director of the Bureau of Justice Assistance (BJA). It was created to develop national policy recommendations to inform, facilitate, and enable broadscale exchange of justice information in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and AAG/OJP/BJA measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information as it relates to local, state, tribal, and territorial governments and their relationships to the Federal Government. The GAC provides recommendations supporting development of policies and practices upon request by the Attorney General, the AAG/OJP/BJA, the GAC's Designated Federal Official (DFO), or the Deputy Designated Federal Official (DDFO).

4. **Description of Duties.** The duties of the GAC are advisory.

5. **Agency or Official to Whom the Committee Reports**. The GAC shall report to the Attorney General through the Director of BJA or the Director's designee(s).

6. **Support.** The Office of Justice Program's Bureau of Justice Assistance provides support services for the GAC.

7. **Estimated Annual Operating Costs and Staff Years.** The estimated operating cost of the GAC, including working groups, is expected to be approximately $1,000,000 annually. These costs include staff equivalent of .20 of two FTE federal positions, support activities of the GAC, as well as meeting and travel expenses.

8. **Designated Federal Officials.** The Designated Federal Official (DFO) and the Deputy Designated Federal Official (DDFO) will be full-time permanent BJA employees, as appointed by the BJA Director. The DFO or the DDFO will approve or call the advisory committees' and subcommittees' meetings, approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO or DDFO

determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.

9. **Estimated Number and Frequency of Meetings.** The GAC will meet twice a year, with meeting dates and locations to be approved by the DFO or the DDFO. The GAC meetings will be open to the public unless determined otherwise by the DFO in accordance with The Government in the Sunshine Act and 41 C.F.R. § 102-3.150-160.

10. **Duration.** This committee is continuing. The GAC will continue to exist until the Attorney General determines it has fulfilled DOJ needs.

11. **Termination.** This Charter expires in two years from its filing date and is subject to renewal.

12. **Membership and Designation.** The GAC will include 26 representatives from local, state, tribal, and territorial governments or agencies, and 9 representatives from federal agencies. Members will serve as representatives, special government employees, and federal employees. The GAC will be led by a chair and a vice chair, both of whom will be elected through a vote of the GAC membership and ratified by the BJA Director. All GAC members are eligible to serve in these leadership positions. The total number of members for the GAC shall be limited to 35 representatives as described above.

13. **Subcommittees.** Subcommittees may be created, as required by the DFO or DDFO, to prepare deliverables and recommendations to the GAC. The GAC also appoints subject-matter working groups, with DOJ approval, to focus on such topics as improving conceptual frameworks to support national justice information sharing, development and sharing of criminal intelligence, protecting privacy and information quality standards, and enhancing security guidelines and technologies for trusted information sharing. The working groups will prepare recommendations, which will be voted on by the GAC and, if approved, forwarded through the DFO or DDFO to BJA and OJP for review. Subcommittees and working groups will provide advice or work products through Global, consistent with FACA regulations, and not directly to the Agency.

14. **Recordkeeping.** The records generated or received by the GAC, its established subcommittees, or other subgroups of the GAC, shall be handled in accordance with General Records Schedule 6.2, or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

15. **Filing date.** The filing date is the date the charter is filed with Congress.

WPBarr 7/7/2020

William P. Barr
Attorney General

Date

Federal Advisory Committee (FAC) Membership Balance Plan

Please read the Federal Advisory Committee Membership Balance Plan Guidance prior to completing this form

U. S. DEPARTMENT OF JUSTICE (DOJ)

(1) FEDERAL ADVISORY COMMITTEE NAME

State the legal name of the FAC

Global Justice Information Sharing Initiative (Global) Advisory Committee (GAC)

(2) AUTHORITY

Identify the authority for establishing the FAC

The GAC is established by authority of the Attorney General, and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. II.

(3) MISSION/FUNCTION

Describe the mission/function of the FAC

The GAC is an advisory body to the Attorney General and the Assistant Attorney General (AAG), Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance (BJA). It was created to develop national policy recommendations to inform, facilitate, and enable broadscale exchange of justice information in support of DOJ's mission. The GAC seeks to recommend to the Attorney General and AAG/OJP/BJA measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information as it relates to local, state, tribal and territorial governments and their relationships to the federal government. The GAC recommends policies and practices, and provides technical input related to other justice or law enforcement issues upon request by the Attorney General, the AAG/OJP, BJA and the GAC's Designated Federal Official (DFO) or Deputy Designated Federal Official (DDFO).

(4) POINTS OF VIEW

Based on understanding the purpose of the FAC,

(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;

(b) consider identifying an anticipated relative distribution of candidates across the categories; and

(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members

The GAC will consist of not more than 35 members and will be comprised of key officials from local, state, tribal, territorial, federal, and other justice-interested entities that work to support public safety. Members will be selected based on their represented interests. The categories of represented interests will encompass agencies and organizations concerned with improving the administration of justice and protecting the public by promoting practices and technologies for the secure sharing of justice information. In selecting potential members, the GAC anticipates using a distribution that includes at least one member from the desired areas of expertise and the various levels of government. This distribution will ensure that multiple views from the justice community are represented. The authority to appoint members to the GAC was delegated by the Attorney General to the Global Designated Federal Official (DFO). The GAC has selected to designate members as representative members with the purpose of each member providing advice and guidance that represent the views of practitioners, experts, and advocates in each of the respective areas of expertise from which the member was chosen. The DFO or DDFO will ensure the committee is balanced by regularly assessing the represented interests of the existing members' and comparing that assessment to the GAC mission to ensure appropriate representation from the justice community. It is expected that membership balance is not static, and the expertise or experience relevant to the mission/function of this committee may change over time, depending on the work of the committee.

(5) OTHER BALANCE FACTORS

List any other factors your agency identifies as important in achieving a balanced FAC

Not applicable.

(6) CANDIDATE IDENTIFICATION PROCESS

Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:

(a) describe the process
(b) identify the agency key staff involved (by position, not name)
(c) briefly describe how FAC vacancies, if any, will be handled by the agency; and
(d) state the membership term limit of FAC members, if applicable

The existing GAC members were selected by the Global DFO and approved by the BJA Director to ensure representation from local, state, tribal, territorial, federal, and other justice-interested entities that work to support public safety and to ensure the GAC could achieve its mission. In order to obtain new members, current GAC representatives must nominate potential new member organizations. The full GAC must vote to determine whether the nominated organization should be recommended for membership.

Potential member organizations must be approved by a majority vote of the GAC members. Formal letters of invitation to serve on the GAC will be extended by the DFO. Appointments are for two years and are to be renewed at the discretion of the Attorney General, the BJA Director and/or the DFO.

Renewals and the election of new member organizations will be made by the DFO, upon the advice of the full GAC. All members serve at the discretion of the Attorney General, the BJA Director or his/her designee. A vacancy on the GAC will be filled in the same manner in which the original appointments were made.

(7) (7) SUBCOMMITTEE BALANCE

Subcommittees subject to FACA should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

**This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

GAC subcommittees are not subject to FACA because they are not providing advice directly to a Federal Officer of DOJ. All advice or work products go directly to the parent Committee for review, consideration, and deliberation at a GAC meeting before being submitted to DOJ through the DFO or DDFO.
(8) OTHER Provide any additional information that supports the balance of the FAC
Not applicable.
(9) DATE PREPARED/UPDATED Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated
May 7, 2020

U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

The Honorable Lindsey Graham
Chairman
Committee on the Judiciary
United States Senate
Washington, DC 20510

Dear Mr. Chairman:

We are pleased to submit the enclosed "Charter for the Global Justice Information Sharing Initiative Advisory Committee," which we are providing in accordance with Sections 9 and 14 of the Federal Advisory Committee Act, 5 U.S.C. App. II. Accordingly, the GAC serves as an advisory body created to support development of national policy, practices, and technology solutions in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance (BJA), measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

We hope this information is helpful. Please do not hesitate to contact this office if we may provide additional assistance regarding this or any other matter.

Sincerely,

Stephen E. Boyd
Assistant Attorney General

Enclosure

U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

The Honorable Jerrold Nadler
Chairman
Committee on the Judiciary
U.S. House of Representatives
Washington, DC 20515

Dear Mr. Chairman:

We are pleased to submit the enclosed "Charter for the Global Justice Information Sharing Initiative Advisory Committee," which we are providing in accordance with Sections 9 and 14 of the Federal Advisory Committee Act, 5 U.S.C. App. II. Accordingly, the GAC serves as an advisory body created to support development of national policy, practices, and technology solutions in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance (BJA), measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

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Sincerely,

Stephen E. Boyd
Assistant Attorney General

Enclosure

U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

Ms. Sara Striner, Chair
Federal Advisory Committee Desk
Library of Congress
101 Independence Avenue, SE
Washington, DC 20540-4172

Dear Ms. Striner:

We are pleased to submit the enclosed "Charter for the Global Justice Information Sharing Initiative Advisory Committee," which we are providing in accordance with Sections 9 and 14 of the Federal Advisory Committee Act, 5 U.S.C. App. II. Accordingly, the GAC serves as an advisory body created to support development of national policy, practices, and technology solutions in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance (BJA), measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

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Sincerely,

Stephen E. Boyd
Assistant Attorney General

Enclosure

U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

The Honorable Doug Collins
Ranking Member
Committee on the Judiciary
U.S. House of Representatives
Washington, DC 20515

Dear Congressman Collins:

We are pleased to submit the enclosed "Charter for the Global Justice Information Sharing Initiative Advisory Committee," which we are providing in accordance with Sections 9 and 14 of the Federal Advisory Committee Act, 5 U.S.C. App. II. Accordingly, the GAC serves as an advisory body created to support development of national policy, practices, and technology solutions in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance (BJA), measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

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Sincerely,

Stephen E. Boyd
Assistant Attorney General

Enclosure

U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

The Honorable Dianne Feinstein
Ranking Member
Committee on the Judiciary
United States Senate
Washington, DC 20510

Dear Senator Feinstein:

We are pleased to submit the enclosed "Charter for the Global Justice Information Sharing Initiative Advisory Committee," which we are providing in accordance with Sections 9 and 14 of the Federal Advisory Committee Act, 5 U.S.C. App. II. Accordingly, the GAC serves as an advisory body created to support development of national policy, practices, and technology solutions in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the Bureau of Justice Assistance (BJA), measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

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Sincerely,

Stephen E. Boyd
Assistant Attorney General

Enclosure