



Public Information Office
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Board of Commissioners
Sheriff's Office * Emergency Services

For immediate release
October 11, 2023

Habersham County E-911 receives its first perfect GCIC audit

Habersham County E-911 and its staff recently received the agency's first-ever perfect Georgia Crime Information Center audit, and E-911 Director Lynn Smith credits Supervisor, Terminal Agency Coordinator Belinda Konarski with that accomplishment.

The rules of GCIC Council mandate audits of criminal justice agencies that access the Georgia Criminal Justice Information System network to assess compliance with the rules of the GCIC Council and other relevant state and federal statutes.

An audit of the Habersham County 911 was conducted on October 4, 2023, to assess compliance and that audit reflected that the agency was compliant in all areas evaluated, according to Compliance Specialist Melanie A. Harris of GCIC.

"Congratulations to Belinda and all the staff for a perfect audit," said E-911 Director Lynn Smith. "This is the first time in the history of Habersham County E-911. "I am very proud of each of you for your help with this and Belinda for keeping us all in compliance and doing as we should. Well done, Belinda!"

**Georgia Crime Information Center
CJIS Compliance Program
Criminal Justice Compliance Report**

CJIS COMPLIANCE PROGRAM

Audit Authorization

The Rules of the Georgia Crime Information Center (GCIC) Council mandate performance audits of criminal justice agencies that access the Georgia Criminal Justice Information System (CJIS) network to assess compliance with the Rules of the GCIC Council, O.C.G.A. § 35-3-30 through 35-3-40, other relevant Georgia code sections and pertinent federal statutes and regulations. In addition, the Federal Bureau of Investigation (FBI) requires GCIC to triennially audit criminal justice agencies to ensure compliance with applicable statutes, regulations, and policies.

Audit Assessment

CJIS Compliance Specialists conduct an administrative interview with appropriate personnel to discuss agency policies and procedures in the areas of system administration, training, system integrity, validation, hit confirmation, record integrity, criminal history file access/Interstate Identification Index (III), data quality, and agency personnel security. The assessment of some policies is based on selecting a sample of documents for review.

Audit Process

At the completion of the audit, the official Criminal Justice Audit Report is provided to the agency head and/or designee. The report may contain additional comments to assist in developing strategies for achieving compliance with audit requirements. The report and related audit documents are retained by GCIC. The completed audit file is subject to disclosure under the Georgia Open Records Act, O.C.G.A. § 50-18-70 et. seq.

Agency Responsibilities

The agency head must provide a written response to all areas of non-compliance. A scanned copy with an official digital signature is acceptable. The response must be:

- on agency letter head
- signed by the agency head
- describe actions taken, planned or underway to achieve full compliance with audit program requirements
- provided via email to the CJIS Compliance Specialist
- provided within ten calendar days

Prolonged failure to return an audit response can cause an interruption of CJIS network services to the agency and sanctions thereafter, per GCIC Council Rules.



GEORGIA BUREAU OF INVESTIGATION

3121 Panthersville Road
P.O. Box 370808
Decatur, Georgia 30037-0808

Christopher E. Hosey

Director

October 6, 2023

Director Lynn Smith
Habersham County 911
175 EOC Drive
Cornelia, Georgia 30531

Dear Director Smith:

The Rules of the Georgia Crime Information Center (GCIC) Council mandate performance audits of criminal justice agencies that access the Georgia Criminal Justice Information System (CJIS) network to assess and enforce compliance with the Rules of the GCIC Council, O.C.G.A. § 35-3-30 through 35-3-40, other relevant Georgia code sections and pertinent federal statutes and regulations. In addition, the Federal Bureau of Investigation requires GCIC to triennially audit criminal justice agencies in order to ensure compliance with applicable statutes, regulations, and policies.

An audit of the Habersham County 911 was conducted on October 4, 2023, to assess compliance with the above-cited references. The GCIC Criminal Justice Audit Report for the agency reflected that the agency was compliant in all areas evaluated during the audit. GCIC recognizes the efforts made to achieve full compliance. The agency deserves to be recognized for this significant accomplishment. The audit is considered closed.

A copy of this letter will be incorporated in the audit file. Completed GCIC audit documentation is subject to release under the Georgia Open Records Act.

If further assistance is needed, contact me via email at Melanie.Harris@gbj.ga.gov or by phone at 404-844-8639.

Sincerely,

Melanie A. Harris

Melanie A. Harris
CJIS Compliance Specialist
Georgia Crime Information Center