

RegJIN User Board (RUB) Meeting

Tuesday, May 2, 2017 – 10:00am to 11:36am

In attendance: 44

Tammy Mayer	RegJIN Sustainment	Diane Stockbridge	Port of Portland
Kim Roark	RegJIN Sustainment	A/C Chris Davis	Portland PB
Renee Fischer-Green	RegJIN Sustainment	Capt. Tom Hunt	Portland PB
Ed Arib	RegJIN Sustainment	Mike Ridenour	Portland PB
Chris Johnk	RegJIN Sustainment	Corey Wilks	Portland PB IT
Ethel Gallares	RegJIN Sustainment	Sgt. Robert McCleary	Portland State DPS
Merlyn Muse	RegJIN Sustainment	Capt. Ronda Groshang	Beaverton PD
Sgt. Mike Smith	Canby PD	Capt. Eric Oathes	Beaverton PD
Capt. Kevin Poppen	Clackamas Co SO	Taylor Hollandsworth	Beaverton PD
Lt. Greg Fryelt	Gladstone PD	Jenn Hollandsworth-Reed	Beaverton PD
Sean Boyle	Gladstone PD	Erik Young	Beaverton PD
Chief Jeff Jolley	Gladstone PD	Capt. Mike Herb	Forest Grove PD
Sue Scobert	Lake Oswego PD	Lisa Cannon	Forest Grove PD
Capt. Mark Dye	Milwaukie PD	Christine Navarro	Hillsboro PD
Shannon Coyle	Milwaukie PD	Cheron Gochenour	Hillsboro PD
Nick Weltch	Sandy PD	Lt. Brad Sitton	Tigard PD
Sgt. Mike Francis	West Linn PD	Lt. Greg Pickering	Tualatin PD
Cmdr. Mike Whitney	Vancouver PD	Kay Brown	Tualatin PD
Sgt. Jeff Olson	Vancouver PD	John Dubuque	Tualatin PD
Lt. Pat Williams	Gresham PD	Andy Shaver	Tualatin PD
Chief Terry Moss	St Helens PD	Melaney Koch	Washington Co SO
Andy Potter	Multnomah Co SO	Sgt. Dave Thompson	Washington Co SO
Lt. Cory Chase	Port of Portland		

Meeting location: PPB North Precinct Community Room

Quorum Met – 20 of 27 voting members

Note taker: Ethel Gallares

Agenda

- Roll Call/Introductions
- Minutes Approval
- RegJIN Sustainment Team Updates
 - Program Manager Update
 - Budget Update
 - Global System Admin Update
 - Tech System Update
 - Global Training Update
 - Records Update
- Other Topics / Questions
- Next Meeting

Welcome and Introductions

Tammy Mayer welcomed the members and thanked them for attending.

Success Story

Tammy stated that today's RUB will start with a success story. This has been suggested in two meetings in the past that RUB meetings should include success stories and not just issues and problems.

For this month, Beaverton shared a success story. Jenn Hollandsworth-Reed recounted a case that was solved made possible by multi-jurisdictional access to RegJIN.

Case Synopsis: Beaverton had a vehicle theft incident. Vehicle was sold on Offer Up and paid for with forged cashiers' checks, charges Theft 1 by deception, forgery. A few weeks later Gresham recovered the stolen vehicle, but had no leads on a suspect. A week later, Milwaukie PD reported a gas and go. Milwaukie PD Officer Wells found and arrested the guy for Theft 3 for the gas theft. Officer Wells partner, search for the suspect in RegJIN and found the Beaverton case and confirmed the PC. Beaverton was able to charge the suspect with Theft 1, Forgery 1, and Identity Theft. The case is now underway for trial.

This is a good example of partnership, with Milwaukie PD officer taking initiative to use RegJIN to search for the suspect that aided Beaverton PD's case arrest.

Minutes Approval | Vote

Tammy asked if there were any changes required to the meeting minutes from 7 March. Hearing none, Capt Oathes/Beaverton motioned and Lt Chase/Port of Portland seconded. The minutes were approved with Melaney Koch/WCSO abstaining from the vote.

Elections for Chair

Tammy Mayer opened the floor for voting the next Chair for RegJIN. Nominees are Andy Potter and Tammy Mayer. Tammy asked the group if there are any additional nominees. Hearing none, vote proceeded. Two votes for Andy Potter and majority for Tammy Mayer. Tammy will remain as chair for the RUB for the next 2 years.

SOP 12 – MRE Licenses | Vote

Tammy Mayer stated SOP 12 has been updated to adopt changes. Christine Navarro/Hillsboro raised a question that she has not seen the changes. Tammy stated the SOP 12 has been sent prior, with the meeting agenda. Christine asked a question regarding the version for the shared report writing areas. Corey Wilks/PPB IT explained that version for the shared report writing areas has the mapping disabled. Christine had stated that language on SOP 12 does not state this. Tammy stated she would add the wording RWA version and asked if that would suffice. Christine stated it would be clearer.

Vote was called noting the last change. Pat Williams/Gresham motioned and Nick Weltch/Sandy seconded. All in favor, vote passed.

IO Agency | Vote

Clark Co District Courts (Full and IO Access)

Tammy reported she and Kim Roark met with Jeff Olson and the Clark Co Juvenile Courts as well as the Clark Co District Courts to discuss access to RegJIN. These agencies were originally allowed access incorrectly under Clark County but should not have been since they did not work directly for the Sheriff. It was determined during this meeting that the Juvenile Courts access should be similar to other prosecutors. They will remain in the system with full access but under their own agency and will require an IGA to be completed ASAP. The District Courts is a little different; they have both prosecutors and Parole and Probation officers. After discussion, Tammy believed the best approach would be to split the access within this agency. The prosecutors would remain in the system with full access, but the Parole and Probation officers would be reduced to IO access through the web-service, similar to other County Parole and Probation agencies.

Pat Williams/Gresham raised the question if access can be standardized across all parole and probation agencies. Tammy explained this is a little difficult since counties do it differently. In Clackamas County for example, the Parole and Probation officers work directly under the Sheriff. In Washington Co and Multnomah Co are separate agencies and have been offered IO access through the web-service.

Melaney Koch/WCSO stated in Washington Co, the main concern for their courts is getting the reports timely and not just access. She stated this concern has been brought up with the records sub-committee group; noting more discussions and efforts to be made to address this concern.

Vote was called with Mike Whitney/Vancouver motioning and Melaney Koch/WCSO seconding. All in favor, vote passed.

RMS 8.0

Tammy reminded the group that communication in the past has mentioned there will be one major update per year. Last year, NIBRS was the committed project. This year is the system upgrade, both RMS 8.0 and MRE 7.5.net. The project started on 3 Apr with a projected go-live date in late Sep/early Oct for the RMS portion and approx. Jan/Feb for the MRE. The timeline is flexible as BTS' Data Center Move takes precedence in Portland. It is possible that our project may get pushed a couple weeks. Tammy previously sent out the projected timeline and when assistance would be requested from the Partner Agencies for testing.

Tammy has mentioned that assistance from Partner Agencies for testing is key to making sure the upgrade and all interfaces work properly. The Sustainment Team will be meeting tomorrow to outline testing scripts for the agencies. Tammy asked that agencies email her to volunteer for testing.

MRE 7.5.net Update

Tammy stated the MRE upgrade timeline will be shorter and will not require assistance from BTS. The phase of the upgrade will begin after the RMS and is expected to go live in Jan/Feb.

CD Conversion Clean up

Tammy explained the clean-up will fix issues where CD's were converted from multiple sources. The biggest change will be the CD number. Pat Williams/Gresham asked if this will cause any slowdowns during this process. Sue Schobert/Lake O has responded that there was no slow down when Lake Oswego had their CD records converted and streamlined the administration process down the road. Tammy will send email from Scott/Versaterra to share details on this topic with the group. If there are no objections by the end of the week, Tammy will ask Scott to proceed next week.

Budget Update

Ethel Gallares started with the Finance Sub-Committee recommendations to reissue Clark Co MRE licenses. There are 100 available licenses with current requests of 114 from prior survey. The one-time cost of \$525 per license will be billed to agencies that have requested additional licenses. Ethel asked to agencies to send her email on timing of invoice, this fiscal year or next.

FY17-18 Costs

Ethel shared with the group that there have been several meetings within leadership in PPB along with Fiscal and IT. Thoughtful considerations have been in mind, recognizing the competitive market and sustaining the network. Portland has offered to keep program 'as is' for the next fiscal year, no strategic billing as previously recommended at 7.5% or 10%. This means Cognos will be kept in the program cost, with Portland assuming the budgetary deficit for the next fiscal year. In addition, to keep partners from assuming burden resulting from a departure, Portland will also assume deficit for any leaving RPA within FY17-18.

Ethel added that this update is for FY17-18. RegJIN has 5-year support agreement with Versaterm and that RegJIN is at year 1 with 4 more years to go. As to decisions with the remaining years under Versaterm contract, this is still with PPB executive leadership.

A/C Davis added, reiterating a lot of conversations have happened, and he is looking at a balance with the needs between RegJIN users and the realities faced within this program. A/C Davis stated he is working with the Mayor to underwrite RegJIN budget deficit for FY17-18. This addresses the immediate problem for next year and gives us time as a group to figure out how to make this sustainable.

A/C Davis stated that what he presents to the City leadership is that the solution that will be come up long term, that PPB intends to bring along its partners. PPB can't leave partner agencies hanging and the solution should be what works for the RegJIN as a network. This in recognition all PDs need a working RMS.

As to the budgetary impacts on the remaining contract years with Versaterm, this is with City leadership.

A/C Davis restated that PPB is committed to the partnership by keeping rates low, with smaller agencies in mind and sensitivity to budget needs. That said, this decision will keep RegJIN in the next fiscal year with Portland assuming potentially will come up to \$350K, hoping the deficit will be kept lower. This is PPB's burden to rearrange funding/cuts which is not an easy decision. A/C Davis cautioned this is not sustainable in the long run for a single agency.

FY17-18 User Fee

Ethel reported that the user fee for next year will be kept at 5% increase, or \$67.07. Keeping the rate low is Portland's commitment to ensure stability in the partnership. Portland is offering a competitive rate with market competition in mind.

Proposed IGA amendment

Tammy laid out a proposal that was discussed during the Financial Sub-Committee meeting on 18 Apr. The proposal is to change the termination effective date of any leaving RPA from January 1st to July 1st. This change will address budgetary concerns with an RPA leaving in the middle of fiscal year. The group thinks this change makes sense. Tammy will proceed with amendment requests to the City Attorneys noting this process can take months as this will involve all agencies attorneys.

NIBRS Update

Kim stated that all 2015-2016 all has been reported. The Feds have been sending reports back in 2-month increments from June through December and she is working to divide these.

She reminded the group to keep submitting their monthly's to stay current. She also reminded the group that certification site is up and running and if questions arise to call herself or contact Michelle Gould. She also shared that Nancy Sharp from the State retired this past Friday.

Kim gave kudos to 3 agencies now in a position to certify with the Feds - MCSO, Oregon City, and Tualatin.

Kim stated there are still a couple of issues being worked on: Group B arrest and multiple clearances. Overall reporting with State has gone well. Their vendor has been responsive as well as ours.

Tammy spoke about the NIBRS conference on Aug 1-3 in Phoenix. WCSO and Portland as test agencies with the Feds will have 2 paid seats but the conference is available to all other agencies as well at their own cost. The information on this conference will not be out until end of June or early July, Tammy encouraged group to include in their planning before this time. Kim added that a past year's agenda or training as it is frequently referred can be gathered to have an idea on the conference details. Tammy will send more information when she receives it.

T-Code: MIP – Marijuana (Tigard) | Vote

Kim shared with group new T-Code request to add granularity to Marijuana codes. Mike added this will be specifically for minors in possession and can be used to track events.

Mike Francis motioned to vote with Capt Dye/Milwaukie seconding, all in favor.

New Marijuana Laws: SB 302 and SB 303 | Vote

Kim stated the new laws are effective as of 21 April.

Site Offense Categories

Kim stated she is working on expanding mapping adding more granularity to some categories, for example, breaking up theft and robbery into sub-categories to help with event trending.

Interfaces

JMS: Ed Arib/RegJIN IT stated both Columbia County and Washington County are working with their vendors. RegJIN IT is waiting for the testing.

Crime Analysis SQL Server: Ed stated that some agencies are currently using this for their GIS. He urged the group to request for login accounts if access is needed for SQL server. He further added that this is another tool for custom reporting.

Det Thompson/WCSO stated in some instances their user cannot gain access to RegJIN SQL server. The issue is with some users while others can access with no issue. Robin Hamblet/PPB stated they have been working on this issue, however, it requires work by PPB IT, the agency and the Washington CO BUG. Det Thompson asked who to call if the request stalls, Corey Wilks said to send he request for assistance to RegJINIT@portlandoregon.gov for connectivity issues.

Property: Chris Johnk/RegJIN IT continues to work on the mapping tool with the test agencies to map their RMS to their property system values. Chris stated he is working with EOQ in the RMS 8.0 dev and is underway. Chris also reported that Lake Oswego is almost done with their mapping and will be getting underway with Hillsboro.

RMS Downtime message reminder

Ed stated the monthly downtime reminder currently goes out a week in advance. He was asked by an agency if that can be reduced to 3 or 4 days prior. After posing the question to the group, and considering different work schedules and preferences, the decision was made to send the message out the Thursday prior to the down time.

Training Update

Jon and Tony were unavailable to brief their slide. Tammy stated the Training sub-committee meets monthly and is currently discussing: Versaterm's request to reduce the number to training labs, new hire/FTO refresher training, and a request to change the MRE view from the "blue view" to a PDF format.

Cross Agency Release Tracking Off | Vote

Mike Ridenour/ PPB stated the Records Sub-Committee recently discussed the issues with the previously voted on release tracking. The main issue is with users with '*delete permissions*' will be able to delete other agencies' release tracking and such permissions also allow deleting MNIs. Currently, there are 77 users with 'delete permissions' from over 5,500 users in the system. It is noted that the occurrences of accidental deletion is low. Mike stated the Records Sub-Committee recommended keeping it turned off with a 6-5 vote.

The topic was discussed at length, to include past decisions, issue uncovered, risks involved, gains on turning it on, implications of turning it off, audit and training responsibilities. Jenn/Vice-Chair called the vote in place of Tammy who stepped out momentarily. Tualatin motioned, Mike Ridenour/PPB seconded; first tally 8-8. Re-vote casted to account for all 20 voting members. Final vote tallied 11-9 in favor of release tracking to be kept off.

Property – Destruction Tracking Code | Vote

Mike stated the currently there is no tracking code for property marked for destruction. PPB use the code Property-Other. A request came to add a separate code Property-Destruction which will be a non-offense code. Jenn/Beaverton added giving examples for property for destruction, i.e. widow turns over husband's ammunition not for safekeeping but to be destroyed; drugs to be destroyed. This code will add granularity other than putting all under Property-Other, this new code will enable ease in tracking.

Andy Potter/MCSO motioned and seconded by Mike Ridenour/PPB. All in favor, motion passed.

Other Topics

Cognos Reports Demo – this was presented by Robin Hamblet.

NEXT MEETING:

The next RUB is scheduled for 10:00 AM on Tuesday, Jun 6, 2017. It will be held in the PPB North Precinct Community Room at 449 NE Emerson St.