RegJIN User Board (RUB) Meeting
Tuesday, January 9, 2018 – 10:00am to 12:05pm

In attendance:

Tammy Mayer	RegJIN Sustainment	Mike Ridenour	Portland PB
Kim Roark	RegJIN Sustainment	Sgt Robert McCleary	Portland State DPS
Jon Yochim	RegJIN Sustainment	Capt Ronda Groshong	Beaverton PD
Tony Marley	RegJIN Sustainment	Taylor Hollandsworth	Beaverton PD
Ethel Gallares	RegJIN Sustainment	Jenn Hollandsworth-Reed	Beaverton PD
Chris Johnk	RegJIN Sustainment	Erik Young	Beaverton PD
Quang Chu	RegJIN Sustainment	Capt Kevin Ellingsburg	Forest Grove PD
Sue Scobert	Lake Oswego PD	Lisa Cannon	Forest Grove PD
Olga Dacy	Vancouver PD	Cheron Gochenour	Hillsboro PD
Lt Brooke McDowall	Columbia CSO	Chief Jeff Groth	Sherwood PD
Capt Claudio Grandjean	Gresham PD	Lt Brad Sitton	Tigard PD
Andy Potter	MCSO	Capt Greg Pickering	Tualatin PD
Sgt Diane Stockbridge	Port of Portland	Kay Brown	Tualatin PD
Lt Scott Creager	Port of Portland	John Dubuque	Tualatin PD
A/C Chris Davis	Portland PB	Melaney Koch	Washington CSO
Lt Wendi Steinbronn	Portland PB		

Meeting location: Beaverton PD
Quorum Met – 15 of 18 voting members

Note takers: Ethel Gallares and Kim Roark

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.

Minutes Approval | Vote
Tammy asked if there were any changes required to the meeting minutes from 7 Nov 17. Hearing none, Mike/PPB motioned for approval and Taylor/Beaverton seconded. Vote passed unanimously.

MRE 7.5TV Upgrade
Tammy stated that the MRE upgrade is currently holding in the Sustainment Team testing phase waiting on Tempe PD, the beta testers, to move out of the pilot phase and into implementation. Tony/Sustainment Team met with Tempe PD in December prior to the VersaWest Conference and discussed their beta test. Tempe PD currently has dedicated two (2) officers and two (2) sergeants as

pilot tester. Tempe has been in pilot for approximately 3 months and has not moved forward with implementation. Tammy and the Sustainment Team are hesitant to push past the Beta Testing agency and would rather they find the majority of the bugs and Versaterm fixes those before we proceed. The Sustainment Team will continue to test and Tammy will monitor Tempe's progress over the next few weeks. Our original roll-out was projected for 30 March.

Jenn/Beaverton has asked how severe the bugs were thinking if RegJIN with more people could address bugs quicker and pushed to stick to planned roll-out in the spring time as communicated to officers. Jon/Sustainment joined in to validate that RegJIN could bypass Tempe's timeline but it will be a massive commitment to resources. Tammy stated that we will not wait too long and may end up moving past them if they do not proceed in the next few weeks. We do know that a small RMS 8.0 update must be completed to fix one identified bug. This update can be done in the background during a normally scheduled patching window.

Taylor/Beaverton has asked if the pause includes end user testing. Tammy responded testing can continue in the Dev environment for agencies with Dev access (Beaverton, WCSO, Gresham, Vancouver, and Hillsboro). The next step in the project timeline is to set up computers at PPB similar to what we did for the RMS update, and allow any agency that desires to come in and run the test script to provide input on the update. After that we will pilot the update in a few agencies before implementing a full rollout.

Clackamas Co License Swap Discussion
Tammy reminded the group that in a past RUB Clackamas opened the discussion for license swap to continue to share information. This was followed by a phone discussion with Milwaukie. Tammy told Milwaukie that an exact number swap (i.e. 10 for 10) would not work due to RegJIN's size. RegJIN has twice as many agencies and three times as many sworn as the Clackamas group. Tammy asked them to discuss with the Clackamas group a more fair share arrangement similar to 10 licenses for each agency or a percentage swap based on sworn (i.e. 1 license for every 50 sworn). A counter proposal will be available for the next RUB to vote on.

Tammy also shared that she has talked to Mark43 was able to verify that there is only one log in required to see all Clackamas agencies.

Andy/MCSO has asked if access to Mark43 is by named users or concurrent. Sue/Lake Oswego shared that it is named users, specific named person per license.

Access Service to PPB is Microsoft Web Browsers
Tammy shared passed information from PPB ITD that when accessing services through PPB, preferred method is MS browser – not Chrome.

IO Agency | Vote
The following agencies have requested access:

- **Multnomah Co Juvenile Services Division –** would like to review records to determine the best way to manage youth assigned to the Juvenile Dept. Users will include: community justice manager, clerical unit coordinators, corrections techs, records techs and office assistant seniors. Tammy recommends the web service for access to which Melaney/WCSO agreed. Melaney/WCSO motioned for a vote with Andy/MCSO seconding. The vote passed unanimously.

- **Portland Public School (PPS) –** Tammy stated PPS would like access to query for students and visitors. The users would be their two security operations managers (a reserve Hillsboro officer and a retired PPB officer).   Melaney/WCSO recommended web service only. Ronda/Beaverton asked to hold voting until more information is received. Tammy attempted to open the email request on her phone to provide additional information but was unsuccessful. Andy/MCSO expressed concern on the access requested. The vote is suspended to the next RUB until concerns are addressed.

User Fee 10% – Future Years
Ethel shared that the user fees for the remaining three years was discussed at the Chief/Sheriff's meeting in Nov and at the Financial Sub-Committee in Dec. The user fee increase will be 10%. Mike/PPB motioned for a vote with Greg/Tigard seconding. Taylor/Beaverton voted no. The vote passed.

IGA amendment - Proxy Vote
Ethel reminded the group that the Proxy Vote comment period ends February 2nd. She reiterated all responses need to be received for the amendment to push through. For master IGA amendment, a unanimous vote is required. As of today, only 3 agencies have responded, 16 more responses are needed. She will send another email reminder close to end of comment period.

IGA amendment - Withdrawal Date Change
Ethel reminded the group of an IGA amendment presented back in May. This change will effect termination date ending December 31st and move to match fiscal year end date on July 1st. This will smooth out budgetary impact in the event of agency withdrawing from the network. Ethel will resend the redlined contract amendments after RUB. The comment period will also be 60 days.

NCIC Mask
Kim and Renee continue to work on the NCIC masks and are approximately 65% completed.

NCIC Tables
Kim is working on a table update adding the new NCIC tables for vehicles and property.

New hire training
Jon shared the following new hire training schedule:
- WCSO – Jan 30 – 31, 0800-1600
- PPB – Jan 31-Feb 1, 0800-1800
- WCSO – 14-15 Feb, 0800-1600

New SME training
Jon also shared that there has been interest in training new folks to be SMEs for some agencies. He is asking for information on the new curriculum to be created and lab locations willing to host the training.

MRE demo
Jon demonstrated the new MRE TV to the group, starting with new features like night mode that begins at 4pm, and shared highlights on improvement to the MRE. Questions and discussions followed.

Mike/PPB asked how to see the reports get removed from TV. Jon explained that once the report submitted, it is removed from the list. A new tab would appear Process tab and if corrections another tab. The processed reports fall away over time.

Mike/PPB asked will the Multnomah version now look more like the Oregon version. Jon explained that is was more of a collaboration between the two versions. Some fields have been hidden as not used / or needed some checks and balances will be added. Tammy stated we will be sending out the comparison between old and new – show what the version will be combined.

Interfaces
Chris shared some updates.
- **JMS -** Washington County's JMS is completed in terms of the interface and testing is in progress with the vendor. Columbia County's JMS had initial tests done and the fixes in progress.
- **Property** – Chris held the demo with 15 participating remotely and 4 local participants. He demonstrated PPB EoQ integration: Record validation, and successful transmittal. If property does not validate, an email will be sent to the officer who entered it. Currently, no notification is sent on a failed input. Two issues were discovered during the demo. Chris has gotten back with Versaterm for a fix. Next Steps are user testing, and integrating vmail/email for the notification.
- **Tritech Migration: CO, WA, CL Counties + LO –** the JMS Service Schema was provided on 8/31/17 and service is running. As of 12/11/17, go-live was projected for 2/19/18.
- **Linx NW update: Deleting data, N-Dex –** Hillsboro identified an issue where cases deleted out of RegJIN were still found in Linx NW under the older PPDS case number. To address this, Chris is working with Linx to delete all RegJIN data and then do a complete new reload. This will ensure all PPDS case numbers are deleted. Tammy said it will potentially take 2 months to do the reload for all data sets from RegJIN inception. Melaney/WCSO asked for project timeline for this work. Tammy stated best options are still explored and details will be provided as soon as we have them.
- **RAPID integration in the works –** An interface with RAPID is in the works.
- **RegJIN reporting server (RMSSQL1) acct audit –** Chris shared that permissions and expirations will be set on 17 Jan. Access request forms for all current account holders are due 20 Feb. Chris has also created account notification task to notify users when their password is about to expire. He reminded the group to use SSMS for renewing password (free).

Authentication Log Monitoring – Quang shared that the authentication log monitoring in the RMS is up and running. It will capture and identify failed logins as part of a CJIS requirements. This also includes logs from LDAP, RMS, MDT, GDC and sFTP.

The second step of this CJIS requirement is to capture failed login attempts on LDAP. To do that, LDAP will need to be upgraded to the most current version. Quang stated this will be a 6-week project that is projected to start in February and end in April. There is a cluster of 3 LDAP system and Quang is looking on a facility will allow use of one while others are in play in the back end. More details will be provided. Tammy will share project plan once it comes out.

Records Info
Nothing to report.

RFP
Tammy informed the members of the discussion during the Chief/Sheriff's meeting in Nov that we should start looking possible options for when the Versaterm contract expires. The rising costs from departing agencies, user functionality complaints, and new technologies available are pushing for us to research newer options. Some desires include a hosted environment, an easier to use officer interface, and the ability for each agency to have its own contract/relationship with the vendor of choice, ultimately reliving Portland of the responsibility for all agencies and ensuring the financial burden is not left to those who remain.

Taylor/Beaverton asked what the cost increase is caused by. Tammy stated that 1/3rd of the program costs are vendor costs, with the remaining 2/3rds equipment and sustainment. Unfortunately, the cost does not significantly decrease as partners leave as the equipment and sustainment are required whether it is 10 agencies or 50. A/C Davis likened it to the bus analogy the bus cost the same to run whether there is a single rider or 20. Taylor stated that costs are not constrained. A new vendor could cost more and there is no guarantee it will be an improved system. Tammy agreed but said now is our opportunity to see what else is available.

Melaney/WCSO stated it was not clear at the Chief/Sheriff meeting what the exact concerns are. Jenn/Beaverton added what are the issues other agencies are having? Tammy stated she will send something out to all agencies asking them to identify any concerns/issues they have with the current system.

Claudio/Gresham asked what would be the cost of an RFP and hiring a consultant. Tammy stated that has yet to be determined. We have a meeting with Procurement next week to discuss the details and the process.

A/C Davis stated the current system is built on older architecture and there have been a lot of advancements since we last started this process 8-10 years ago. Taylor rebutted that this is a developed system on an architecture that is tested and supported.

A/C Davis said the current system and set up is on an unsustainable path due to costs. We need to look to see if there are other options that would work for everyone while reducing costs. There are no guarantees, but we need to take this opportunity to look.

Tammy stated we are looking for options that may be cheaper and easier for the officers to use. It is understood that the current vendor is more robust than other systems reviewed. However, the end user needs an easier solution.

Sue/Lake Oswego suggested requesting information from all levels of use: admins, patrol, crime analysis, reports, etc.

Lisa/Forest Grove said there needs to be some change.

Cheron/Hillsboro asked about the cost of hiring a consultant to run an RFP. Tammy stated those are unknown at this point. We are not here to vote on costs, we are here to vote on should we review options. By voting yes you are not signing up to take on any additional costs at this time. As those are understood we will discuss/vote. All partners can be as involved as they need/want in this process. The partnership is the most important part and we want to ensure its success in the future. Ultimately, in the end, every agency must make a decision on what is right for them. The Chief and Sheriffs made it clear we need to review options.

Chief Groth/Sherwood stated he was at the Chief/Sheriff meeting and this is the intent of what was discussed there. We need to explore our options and find out what other systems are out there. Participation is key.

Mike/PPB motioned for a vote with Brooke/Columbia CSO seconding. Beaverton, Hillsboro and WCSO voted no, PSU abstained and the remainder voted yes. The motion was approved.

Questions to be answered as we move forward:
    What are the costs for the consultant and RFP?

Whose procurement rules do we use?
What are the issues?
What are the requirements?

Lisa/Forest Grove asked Tammy to send out the previous RFP so it can be reviewed.

Other topics
None

NEXT MEETING:
The next RUB is scheduled for 10:00 AM on Tuesday, Mar 6, 2018. It will be held in the PPB North Precinct Community Room at 449 NE Emerson St.