Inter-Agency Cooperation Group

Camden PD – Rockland PD – Rockport PD – Thomaston PD – Knox County (KRCC, DA, Sheriff, Admin/IT)

A meeting of the Inter-Agency Cooperation Agreement Group Committee took place on Tuesday, March 13, 2012 at 10:00 a.m. in the Knox County Commission Hearing Room.

Committee members in attendance: Knox County Administrator Andrew Hart; KRCC Director Linwood Lothrop; Chief Bruce Boucher, Rockland PD; Chief Randy Gagne, Camden PD; Chief Kevin Haj, Thomaston PD; and Chief Mark Kelley, Rockport PD. (*Committee members not in attendance: County Sheriff Donna Dennison (arrived at 10:49 a.m.); Knox County DA's Office Secretary Kelly Leland.*)

Others in attendance: Knox County Systems Administrator Mike Dean; KRCC Supervisor Sandi Stauffer-Freeman; Knox County Sheriff's Office Chief Deputy Tim Carroll; and Knox County Executive Office Administrative Assistant Candice Richards.

AGENDA

Tuesday – March 13, 2012 – 10:00 a.m.

I.   10:00   Meeting Called To Order by Committee Chair

II.   10:05   Discussion Items
1. Approve Data Standards Document
2. Firewall Price Guide (Mike Dean)

III.   10:50   Other Business

IV.   11:00   Adjourn

I.   Meeting called to order
Chair Chief Randy Gagne called the meeting to order at 10:10 a.m.

II.   Discussion Items

1. Approve Data Standards Document
   No one had sent any suggested changes to Stephanie Gibbs since the last meeting. The portion under the Geobase will be modified later since it's not active yet. The rest is just some minor typos that need to be fixed.

   Chief Haj voiced some concern that from the end-user perspective, it was a long document that just adds to the SOP's and other documents that officers have to follow. He felt that from the dispatch perspective, the document is great but for someone sitting in a cruiser, the document is excessive and needs to be condensed. He felt that it would incur costs to have to retrain everyone.

   There was some discussion about the benefits of the document which included that the point of the document is to maintain the integrity of the system and make sure everyone is trained the same. The end user needs to have the same requirements as everyone else and have an understanding of what everyone else is doing. It's just a matter of having consistency. It's a 20-page document because the Group has to address the last 10 years of multiple ways of doing things that the Group is trying to correct. In the next two or three years of education this document will help get everyone doing this the same way.

Dispatch Supervisor Stauffer-Freeman was asked how much the document had been altered from the original Penobscot County document. She responded that not much was changed. Chief Boucher commented that Penobscot County has been using theirs for the last 10-12 years but use it as a training document. Dispatch Supervisor Stauffer-Freeman said the document gets used as a template for the FTO's in the various departments.

It had been discussed at the previous meeting that the departments should send their FTO's to the KRCC for training and then they will be responsible for training their own people instead of everybody having to go to the KRCC.

- Chief Haj motioned that the Group adopt the working draft as provided as a living document to be amended as needed. Chief Boucher seconded the motion. A vote was taken with all in favor 5 – 0 (Chief Boucher, Director Lothrop, Chief Kelley, Chief Gagne, and Chief Haj).

2. <u>I.T. – Firewall Price Guide</u>
Systems Administrator Dean explained that there has been a lot of conversation as to why there's tokens and two-form authentication. The network has been audited by Mr. Blair Stanhope who looked at the firewalls and forms of authentication: something you have (like a hardware token), something are(like a fingerprint), and something you know (like a password). There have been no ultimatums made by the state but it's possible. With the firewalls the goal would be to have each agency's mobiles connecting to the agencies and only the agencies connecting to the SO, as opposed to all the mobiles connecting to the SO. This isn't new – it's been in the last two AIU audits. They made it very clear this year that there would be repercussions if the County didn't start acting on some of these issues. These aren't actually State level requirements – they are FBI and NSA. The State Police are currently using two-form authentication. Knox has to replace the firewalls because they will not pass the certification that the State requires; they are just too old. The price quoted by Know Technology for the tokens included the initial setup. They are sold in groups of 5 and once you buy them they are assigned to your agency. Agencies would need the the advanced authentication to get them into the VPN, not the system. If agencies have funding issues, cut out the tokens for now. The firewall replacement is something has to be done now. The County can then just work towards getting the tokens too.

Chief Boucher was asked if there were any grants that could cover the purchase of these. He thought there might be a Homeland Security Grant available but it takes time to apply and get approved.

III.   Other Business

<u>Next Meeting</u>
June 12, 2012 at 10 a.m.

IV.   Adjourn

- Chief Boucher motioned to adjourn; Chief Gagne seconded; a vote was taken with all in favor.

Meeting adjourned 10:51 a.m.

Respectfully Submitted,

Candice Richards
Administrative Assistant
Inter-Agency Cooperation Group Recording Secretary