

VIBRS Advisory Board Meeting Minutes
DPS Headquarters, Lab Classroom
June 7, 2017
10:00 am

- The meeting was called to order at 10:03 am by Chair, Jeff Barton, with the following present: Dave Dutcher, Sam Hill, Andy Marceau, Larry Eastman, Michelle Hunt, Kim Prior, Betty Wheeler, Justin Stedman, Amy Messier, Jim Whitcomb, Rosemary Gretkowski, Rick Garey, Chief Gibbs, Dean Hamel and Suellen Royea.
- **New Business:**
 - **Bristol PD Request for Agency Spillman/VJISS Blocking:** Rick Garey gave a brief review of the request from Chief Gibbs to block access to Addison County Sheriff Department and introduced Chief Gibbs. Chief Gibbs presented information about a couple of concerning events brought to his attention. His concerns were that an investigation could be compromised due to the amount of viewing of their activities and what the Sheriff's office does with the information from Spillman. The steps VIBRS Board members took in response to the request were reviewed. Steps included: verifying the report was printed by the sheriff's office, email sent to Chief Gibbs and Sheriff Keeler, discussion with the Bristol Town Administrator, authorization of a temporary block to Bristol PD's cases, and an invitation to Chief Gibbs and Sheriff Keeler attend this meeting. Lt. Barton reported that he was contacted by Sheriff Keeler who reported he would not be attending this meeting. It was noted that VJISS access was not impacted. Chief Gibbs was thanked for coming and for the information he provided. (Chief Gibbs left the meeting.) The information and situation was discussed further by the Board. It was noted that the dissemination of the information was a violation of VIBRS policy. One concern expressed was officer safety by shutting off a neighboring agency. Some suggestions included: offering the sheriff another opportunity to attend the next meeting to give his side; using BCI blocks instead of complete exclusion; possibly including the Valcour Board in the discussion; sending a letter about the violation and temporary block; and allowing the two agencies to resolve the issue on their own and report back to the Board. It was noted that VJISS partitioning is also being researched. **Jim Whitcomb made a motion to send a letter of warning to Addison County Sheriff based on the information seen and hold a meeting in the month of July for him to explain. Rick Garey suggested requesting him to let us know if he plans to attend. Jim Whitcomb made a motion for an invitation be sent to the Sheriff of Addison County to attend a meeting on a date to be determined to review this potential violation. Andy Marceau seconded the motion. Motion carried. It was noted that Rick Garey abstained from the vote.** A suggested date was July 12, 2017. Also suggested was whether to add that a temporary block will remain; not mentioning the block; and give him two (2) weeks to respond. (Rosemary Gretkowski left meeting.)

- **Review of February 1, 2017 and April 5, 2017 Minutes:** Andy made a motion to approve the minutes. Dave Dutcher seconded the motion. Rick Garey noted that we can only approve the April minutes. Andy Marceau made a motion to approve the April minutes. Sam Hill seconded the motion. Motion carried.
- **Non-Members to be Heard:** Andy Marceau reported that he has a non-member present. He will be retiring on July 7th and Larry Eastman has been appointed as his replacement. Everyone introduced themselves. Andy noted that Chief Bombardier will continue having someone on the board if Larry is accepted. **Dave Dutcher made a motion to accept Larry Eastman as a new member of the board. Rick Garey seconded the motion. Motion carried.**
- **Old Business:**
 - **IT Projects Update:** Dean Hamel reported that the second phase of the e-Ticket pilot is moving forward and procurement negotiations are wrapping; they have a fairly solid budget for the VSP in-car camera replacement project; and two (2) fire departments are interested in coming onto Spillman (Burlington and Rutland). Betty Wheeler added Burlington Fire Department will be meeting with Spillman next week and Rutland Fire Department expressed interest as they transfer dispatch to VSP from time to time. Dean noted that an architectural design discussion needs to happen with the departments. A concern was noted that we have been solely law enforcement and sharing the names tables might be okay, but nothing else. The tables and modules they would see were reviewed. It was noted that the management of those modules would be an issue as we do not have the personnel to do that. Connecting the systems with restrictions was briefly reviewed.
 - **Chief's Meeting:** A suggestion was made to talk about the Chiefs' meeting and our presentation regarding data sharing. A PowerPoint presentation will be given at the Chiefs' meeting tomorrow, June 8, 2017, to review the CRG request and ask what/how much information do we want to share. Jim Whitcomb will be representing the VIBRS Board. Rick Garey will email a copy of the PowerPoint to the Board members.
 - **Juvenile Records:** Rick Garey reported that at the joint Valcour meeting, juvenile records were discussed. He noted that Karen Gennette received an email decision from the Attorney General's Office based on CRG's request for clarification regarding juvenile records, which Dave Dutcher will forward to the Board members. This appears to be an upcoming issue. The difficulties with juvenile records were reviewed briefly.
- **New Business:**
 - **VSP Request for User Network Restriction, Kellogg:** Jim Whitcomb noted this is a moot point as the person is not being hired.

- **VIC Data Access Request:** Dean Hamel shared that he received a call from Chris Coyner, a sworn officer from UVM in a civilian position at VIC, who is doing analytical data research and is looking for a better way to access data. It was noted that they are looking for access to use Crystal reports, which gives access to all of the backend data in Spillman. A concern was expressed about trying to compare data from different agencies. It was noted that a request has been made to VIC for a copy of their agency agreements. A discussion was held about individuals with multiple roles and accessing data. VIC's purpose and history was reviewed. It was noted that Vermont is unique in that we had one system at one time which shared data. A suggestion was made to remind the Chiefs' about VIC tomorrow. Jim Whitcomb will ask Kevin Lane to review/update the agreements. A question was asked about whether VIC could have crystal reports if the agreements are in order. It was noted that a formal request has not been received.
- **Other Business:**
 - **Chair Position:** Jeff Barton reported that due to other commitments, he would like to step down as Chair, but would remain on the Board as a member. Filling vacancies was reviewed. Rick Garey will review the bylaws to see if we have any additional vacancies. A question was asked about how the new Agency of Digital Services will interact with the board. Dean Hamel explained the new reporting roles and thought the interaction will remain the same. The evolution of the systems and boards (VIBRS and Valcour) were reviewed. Part of the discussion included the time remaining for many of the current VIBRS Board members. Some suggestions made included: to review the charter and policies for possible updates; to create subcommittees under a governance board; for Rick Garey to be chair for a year. Continued discussion working towards the possibility of combining AB boards possibly creating one policy board and subcommittees to manage the day-to-day RMS issues; create a plan for review when approaching the Valcour Board; and possibly create a data governance board for the RMS systems. Jeff Barton noted he will try to talk to the Valcour Board next Tuesday. Jim Whitcomb volunteered to be vice-chair. **Sam Hill made a motion to accept Jeff Barton's resignation as Chair. Andy Marceau seconded the motion. Motion carried. Dave Dutcher made a motion that Rick Garey becomes Chair and Jim Whitcomb becomes Vice-Chair. Jeff Barton seconded the motion. Motion carried.**
- **Adjournment:** **Sam Hill made a motion to adjourn. Andy Marceau seconded the motion. Meeting adjourned at 11:34 am.**