

## **Valcour Gov Board**

**11/8/2023**

Attendees: Mark Anderson, Betty Wheeler, Jen Beane, Jeff Wallin, Ben Webster, Michelle Hunt, Justin Stedman, Matt Sullivan, Nathan Harvey, Helen Tanona, Vegar Boe, Adam Cohen

Missing: Eric Shepard, Michael Manley, Daniel Gamelin, Lori Stalnaker, Shawn Loan

### **Call to Order**

1005

### **Approve Minutes (09/13/2023)**

Motion to approve by Vegar

Seconded by Betty

Passed unanimously

### **VCIC Overview**

Jeff Wallin here to talk about the relationship between VCIC and the VGB. VCIC manages the CJIS Security for the State of Vermont, recently audited by FBI and will address some security concerns. VCIC serves as the CJIS System Agency (CSA) for the State of Vermont. VCIC does not run the program, FBI runs NCIC but VCIC is the point of contact and provides guidance for agencies in Vermont. Security is a big issue, lots of challenging cyber threats. Security of information systems is another area the FBI has a significant presence that VCIC works with – any data system that houses or interacts with FBI data, the system that houses that is subject to the FBI security policy. At VCIC there are live terminals so that is a high level of security but on the other end you have a nonprofit that has fingerprint access and locks a file cabinet, different level of security scrutiny. Compliance around data security is not a sole responsibility by one person or agency; it is a shared responsibility of the community as a whole. How often is the CJIS Security Policy changing? Changes approximately every 6 months. Usually it is grammar / punctuation clarification. We are going to be seeing over the next 6 – 18 months some significant security changes due to the changing security environment. VCIC was just audited and in 2.5 years when audited again, we will be expected to be up to policy changes when the next audit comes along. It's not an immediate change, we will work to get to that point as the time goes with the expectation of being fully there when the next audit comes around next.

Internal PD Audits – how do you do a technology audit without letting an external company put a device into your system which could break CJIS policy? Have to ask a lot of questions and make sure everything is CJIS approved but it is something that could possibly be handled with enough care and concern.

Password management is doable when you are using the best practices. VCIC says “no” until you can satisfy the policy. Not a matter of yes or no, it's a matter of how.

Data stored within Valcour, specifically messages that come back from the message switch but they do not expire: is this a concern? Depends what that data is. If it's just a query that was submitted, DMV, NCIC returns, not as much for wants/warrants/NCIC hits because they expire and you might need to see why someone was looking at something. Concern would be criminal histories, because processing about 1000 expungements a month and do not want someone using / accessing old and potentially expunged info. Would be a good policy question for VGB to look into.

### **Names Table Policy – Review**

Created policy with the expectation of juvenile names because that needs to be completely looked at on its own. Question – maybe add some simple language about juvenile names or do we leave the

placeholder and have a conversation at a different date? Want to have DPS legal review language around juveniles before we add anything into the policy. CrossWind is currently working on some functionality to try to prevent name merge or adding the wrong name jacket to an incident.

Motion by Michelle to adopt today the policy as drafted with an effective date of Dec 8, 2023.

Seconded by Betty.

Passed unanimously

#### **Flat File – Approval of modification**

CrossWind provides a list to CRG per VGB and CRG is requesting that it includes “call type” and “common call type.” Like rest of data would exclude: sealed, blocked, cancelled, and H2 data incidents.

Is this going to be a regular data dump or only as requested? Used to be once a year. Can we clarify how often they are receiving this data dump? Recommendation for how often? Maybe not sooner than 30 days?

Motion by Betty, that VGB approve additional data request for call type and common call type and authorize data release no sooner than 30 days. Seconded by Vegar. Passed Unanimously

#### **Executive Session**

No reason to call for executive session but want to note someone from Border Patrol requested access to Valcour. Mark requested their supervisor/chief equivalent reach out and make the request but he hasn't heard back yet.

Barring anything significant we will probably be cancelling December's meeting but will leave it on the calendar for now.

Motion to Adjourn by Vegar

Passed unanimously