Department of Justice (DOJ)
California Law Enforcement Telecommunications System (CLETS)
Standing Strategic Planning Subcommittee (SSPS) Meeting
Cal OES
March 9th 2023
10:00 a.m. (PST)

Meeting Minutes

Meeting was called to order at 10:02 by **Ashish Kakkad.**

Maria Cranston took roll call:

1. **Ashish Kakkad** - San Diego Sheriff's Department
2. **Kirk Beardwood** - Department of Justice
3. **Deirdre Todd-Miller** - Department of Motor Vehicles
4. **Justin Riedel** - Sonoma County Sheriff office
5. **Tracy Webber** - Menlo Park Police Department
6. **Joey Williamson** - Hillsborough Police Department
7. **Lisa Marie Gerard -** San Francisco Department of Emergency Management
8. **Laura Cerda** - California Highway Patrol

Members not present:

1. **Adam Vallejo** - Riverside County Sheriff office
2. **Kim Honciano -** San Mateo Police Department
3. **Timothy Craney** - Riverside District Attorney Office

Maria Cranston (as of 10:06):
8/11 members in attendance, quorum is present.

Other Subcommittee Non-Members Present

Milad Dalju - DOJ CLETS legal counsel

Maria Cranston - CLETS Advisory Committee Executive Secretary

Chris Blair - SSPS Staff support

Ashish Kakkad:
Motion to approve last meeting minutes?

*Motion made. **Tracy Webber** agreed, **Justin Riedel** seconded.*

Ashish Kakkad:
Any comments from the public?

Milad Dalju:
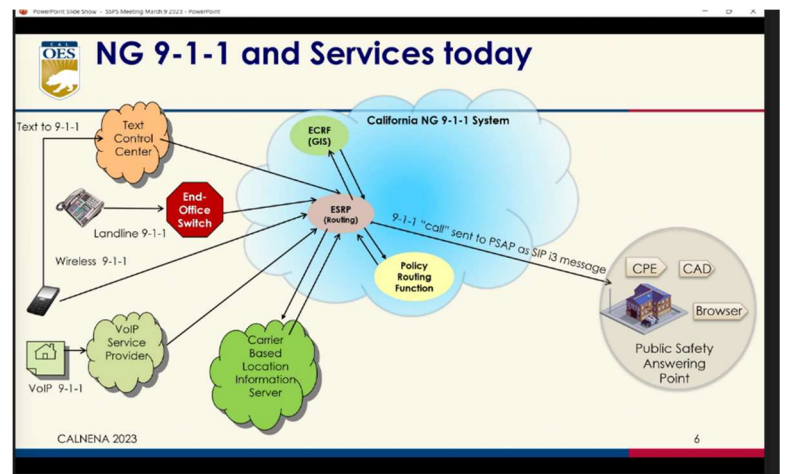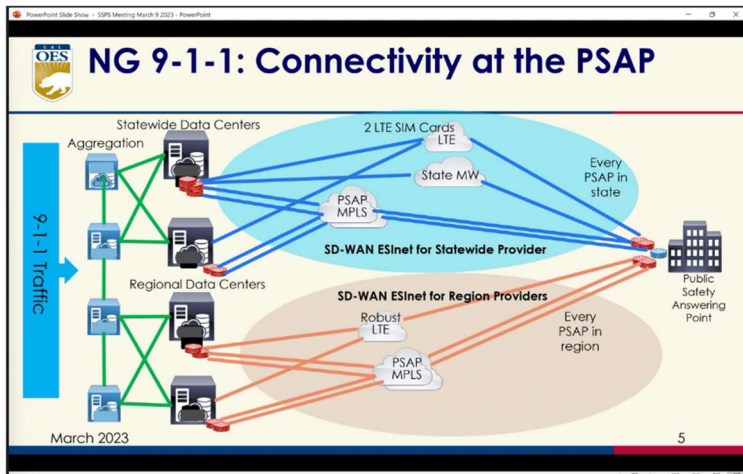Let's give instruction on how to ask a question.

Ashish Kakkad *asked for public comment; no raised hands as of 10:10.*

Maria Cranston:
Shared meeting minutes and agenda from last meeting 12/3/2022

Ashish Kakkad:
Introduced Cal OES

I will let Cal OES introduce themselves and they will give us a brief demo on Next Gen 9-1-1.

***Paul Troxel** and **Don Jones** introduced themselves and gave presentation.*

Ashish Kakkad:
One of the main reasons this demo was given is because it was requested by CAD and Chief White. Are there any specific topics that CAD wanted us to address? Opening it up if there are any specific issues?

Maria Cranston:
We need to speak to the feasibility of using NG 9-1-1 for CLETS. Some limitations I see: we connect to local agencies, Net Gen doesn't connect to those local agencies. Does it meet CJIS-level security? DOJ doesn't believe it's feasible, they want to send it to SSPS.

Ashish Kakkad:
We can look into local site differences between CLETS and NG 9-1-1. Security-wise, we can work with Cal OES and see how that will work with NG 9-1-1. The current method is determined peace app by peace app. We need to see what is more connected to the end point, look at the connect as the most important first, then see what else is needed. DOJ, what do you need to be able to share data, to look at NG 9-1-1 as a vendor?

Maria Cranston:
They want SSPS to see how it can be leveraged. What potential does it bring to be back-up or can it carry the traffic? Not many agencies have connected.

Ashish Kakkad:
This is big enough to create a subgroup out of SSPS. We will need a team who is focused on this. Open to discussion.

No response.

Kirk Beardwood:
I don't understand it enough to work on it; I am swamped, so I can't do it.

Ashish Kakkad:
Since they are concerned with feasibility – Cal OES can reach out to DOJ.

Paul Troxel:
When a new agency wants to get onto CLETS, they need an application. Can Cal OES get that application so we can have our documentation in place in order to move forward?

Ashish Kakkad to Paul Troxel:
Look at Policy 5.9.2 and see what that means for feasibility. What does that bring to the table for local agencies?

Maria Cranston:
We will go ahead and send Policy 5.9.2 and a copy of the application and a copy of the matrix to you *[Paul]* and Budge, but Cal OES would not be the ones to submit the application, that would need to be the individual agencies. At this point, nobody is ready to move forward, and more research is necessary.

Ashish Kakkad:
If no one can help with this project, we can keep it on the table. Let's do research. Who is willing to step up and help with research? This is crucial and critical, we might need to bring more subject matter experts. Are we allowed to bring them in? They can work with Cal OES and answer any questions.

Maria Cranston:
We can't commit our network staff, but they can attend meetings. It shouldn't be only DOJ that has input.

Ashish Kakkad:
When I said network people, I meant for sharing their knowledge and input. I would bring people from my team in CAD on an as-needed basis. What are the limitations, or what are some options to work through this on a compliance perspective?

Milad Dalju:
Open meeting laws are: if it's less than 3 members collaborating with no executive power, it doesn't have to be at a public meeting. Three or more, then it must be at a public meeting. Best practice is having the meeting over the phone or via email, and no more than two people.

Maria Cranston:
If there are two SSPS members, you can still have people from your team, just no additional SSPS members.

Milad Dalju:
It will be OK if one of those two members reach out to Cal OES for information, and as long as they're not included as a formal member, then you'd still be within the Bagley-Keene requirements

Ashish Kakkad:
Anyone else interested in volunteering? Joey and I can work on the feasibility part of this and will give updates accordingly.

Milad Dalju:
Are we asking for public comment, or comment from committee members?

Ashish Kakkad:
Any questions?

Ashish Kakkad first asked for questions from committee at 10:52. No response.
He then asked for questions from public at 10:52. No response by 10:53.

Milad Dalju:
Can we all see if they are raising hands?

Conducted a test run to see that everyone could see raised hands.
No comment from public as of 10:54.

CLETS Strategic Plan

Ashish Kakkad:
Last time we talked about existing goals, can we look into new goals? Any input on that side? Are the previous recommendations relevant? Or would it be beneficial to start from scratch?

Deirdre Todd-Miller:
Agree, the technology has improved since then.

Ashish Kakkad:
Anything else?

Justin Riedel:
I agree to start over.

Ashish Kakkad
Any comment from the public?

No comment from public as of 10:57.

Is there a motion we need to vote on?

Maria Cranston:
Let's start with suggestions for updates first. Then we can make a motion and vote.

Ashish Kakkad:
What are the recommendations? Training styles -- include some form of training. That will be beneficial. Feasibility. Anything else?

Justin Riedel:
We can include the vendors, keep them in the loop.

Ashish Kakkad:
Agreed. We want to share what we can with our vendors.

Kirk Beardwood:
On question # 8 on the plan, can we wrap that up?

Justin Riedel:
Are you asking what the goals are for CLETS? One of those goals is to review those recommendations.

Maria Cranston:
At the last meeting, we discussed an outage where a lot of agencies had lost CLETS access. There'd been a request for an update on what happened at the June CAC meeting -- how CAS can assist with agencies partnering with other agencies so we can forward calls or make other connections to help mitigate the risks.

Justin Riedel:
Can it be network connectivity?

Maria Cranston:
What are the opportunities to local agencies? How can they assist in case the connectivity goes down? What is something you have in place to prevent this from happening again?

Missed conversation.

Maria Cranston:
Agree to streamline process for the application.

Ashish Kakkad:
We want to be able to streamline this application. How high- or low-level can we ask?

Maria Cranston:
The issue is I'm not a programmer, so i don't know what is available to make it better. I would like the opportunity to talk about what's wrong.

Ashish Kakkad:
Agree. Maybe we can discuss that at the next meeting. Any other comment?

Justin Riedel:
Agree, to review and upgrade process. It should be high priority, since we are looking at more cloud-based solutions.

Ashish Kakkad:
Any other comments on this item?

Kirk Beardwood:
Agree.

Ashish Kakkad:
Public comment?

No comment from public as of 11:14.

Ashish Kakkad:
I suggest a motion. Motion on table to cancel the previous SSPS recommendation, and will focus on the five goals for CLETS:

1. Modernization of application process
2. Training/education regarding CSP changes
3. Migration ORI to role-based access
4. Review of CLETS, DOJ and DOJ stream to local agencies.
5. Next Gen 9-1-1 feasibility

*Motion made. **Tracy Webber** agreed, **Deirdre Todd-Miller** seconded.*

Maria Cranston performed roll call vote.

Ashish Kakkad voted yes.
Kirk Beardwood voted yes.
Lisa Marie Gerard gave no response
Justin Riedel voted yes.
Laura Cerda voted yes.
Joey Williamson voted yes.

Maria Cranston concluded roll call vote at 11:18. Motion passed at 11:18.

Ashish Kakkad:
Next agenda items. Numbers seven and eight will be moved to the next meeting.

Deirdre Todd-Miller:
All the topics are fairly large, can we talk on one per meeting?

Ashish Kakkad agreed. Agenda Items #7 and #8 were moved to the next meeting. Main topic for the next meeting will be modernization.

Maria Cranston:
I strongly recommend everyone <u>really</u> read CJIS policy 5.9.2 policy so that we can have an adequate discussion.

Ashish Kakkad:
Agree. Is Sonny able to present? Not at the next meeting, but down the line?

Maria Cranston:
I will ask. Are we taking a federated approach?

Ashish Kakkad:
If he can update us on the key components. Kirk will update on FBI policy, how we will identify a user. We will need to understand the FBI direction. Any other disccision points?

Ashish Kakkad briefly discussed Agenda Item #9. Discussion about moderation occurs at 11:27.

Deirdre Todd-Miller:
Agree.

Ashish Kakkad:
We will have an update on NG 9-1-1 feasibility.

Maria Cranston:
What about #8?

Ashish Kakkad:
We will push it to the next agenda. We need to have Sonny present. Anything else?

No response.

Justin Riedel:
Is anything time sensitive?

Ashish Kakkad:
I don't think so.

Kirk Beardwood:
I don't think so, not sure.

Ashish Kakkad:
I'll move this to the following meeting.

Justin Riedel:
Agree.

Ashish Kakkad:
Any public comment?

No comment from public as of 11:32.

Ashish Kakkad:
Next meeting date and time?

Next meeting set for Tuesday, June 20th at 10:00am.
***Deirdre Todd-Miller** and **Justin Riedel** agree.*

Milad Dalju:
We combined a few of the items. Double-check for public comment.

Ashish Kakkad:
Any public comment?

No comment from public as of 11:36.

Meeting adjourned at 11:38.

*   *   *   *