



# Bay Area UASI Management Team Information Sharing Work Group 2019 Annual Plan

The Information Sharing Workgroup is co-chaired by Mikyung Kim-Molina of the Bay Area UASI Management Team and Brian Rodrigues of the Northern California Regional Intelligence Center (NCRIC). The purpose of the Bay Area UASI Information Sharing Workgroup is to provide a forum for sharing, collaborating, unifying, and analyzing information across law enforcement and public safety agencies within the Bay Area UASI region. The Workgroup supports Goal 1 of the Bay Area UASI Homeland Security Goals:

## Bay Area Homeland Security Goal 1: Public Safety Information Sharing

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| <b>1</b> | <b>Public Safety Information Sharing</b> |
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### Workgroup Objectives

Information Sharing Workgroup objectives are to:

- Provide a forum for discussing Information Sharing best practices that will help interdict terrorist acts and other crimes.
- Provide reports to the UASI Approval Authority, Bay Area UASI Management Team and other stakeholder groups, as requested, regarding UASI funded information sharing projects and initiatives including: Coplink, ARIES, and ALPR.
- Based on annual UASI grant funding priorities, identify potential Information Sharing projects that might be eligible for funding.
- Coordinate, develop, and submit the annual Regional Law Enforcement Information Sharing Systems project proposal for UASI funding.
- Oversee the implementation and progress of UASI-funded projects and provide support where possible.

### Membership

Membership is open to Bay Area UASI regional partners jointly engaged in Information Sharing activities. Members are expected to offer a brief summary of their work on any UASI-funded project. Members will be encouraged to provide updates on other Information Sharing related projects that may be of interest to other Workgroup members.

### Meeting Frequency

Members are encouraged to attend in person or by conference call line. Information Sharing Workgroup meetings are scheduled on an as needed basis.

### Governance Structure

In coordination with the Northern California Regional Intelligence Center (NCRIC), the Bay Area UASI Project Manager assigned to the Workgroup shall serve as Co-Chairperson and Scribe. It is the responsibility of the UASI Project Manager to report recommendations and progress of the Workgroup to the UASI General Manager. As appropriate, the UASI General Manager may add

updates and/or recommendations on behalf of this Workgroup to the agenda for a scheduled UASI Approval Authority Meeting.

**Documentation**

The Workgroup Co-Chairs will maintain a record of the Workgroup meetings and will distribute Meeting Agendas two weeks prior to each meeting. Meeting Minutes will be sent no later than two weeks after each meeting.

**Process for Charter Updates/Changes**

Updates and changes to this Charter are the responsibility of the Bay Area UASI, although changes will be discussed with the membership prior to the adoption of changes.

**Committees**

At such time if work in this group requires the formation of a committee, the first option will be to defer to a standing committee among BA UASI partners to determine whether a new or existing committee can complete the work in a timely fashion. Otherwise the Project Manager will recruit from within the workgroup on advice from partner representatives.

**Distribution Requests**

Only at the request of the UASI Management Team or a member of one of the UASI Regional Workgroups, the Chairperson will forward relevant emails about upcoming exercises, training, job announcements, RFP opportunities, etc.

**2019 UASI Tentative Planning Schedule:**

| <b>Date/Time</b> | <b>Agenda Items</b>                               |
|------------------|---|
| April 2019       | 2018 Project Status                               |
| June 2019        | 2019 Project Planning and Distribution of Funding |
| August 2019      | 2020 Regional Project Planning and Renewal        |
| December 2019    | 2018 Project Close-Out                            |