



Chief Timothy Malley, Chair  
 Chief David Maine, Vice-Chair




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**Regional Enterprise Data Sharing System (REDSS) Advisory Board**

**Meeting Minutes June 27, 2013**

**Voting Members Present – 2013**

Chief David Maine	Cuyahoga County Mayor & Managers Assoc.
Michael O’Malley	Cuyahoga County Prosecutor
Jeff Mowry	Cuyahoga County Executive Rep.- Alt
Chief Robert Miller	Cuyahoga County Police Chiefs Assoc.
Khisa Hudson	Regional Rep – MetroParks/CHMA/RTA-Alt
Jill Roland	Contiguous County Rep(Geauga, Lake, Lorain, Medina, Summit)-Alt
Thomas Owen	Federal Law Enforcement (FBI)-Alt.
Larry Morrow	Council District 3 – Alt
Capt. Kim Cornachio	Council District 4
Chief James Brosius	Council District 6
Sheriff Frank Bova	Council District 7
Kris Nietert	Council District 9
Diana Taylor	Council District 10 - Alt
Ralph Doles	Council District 11

**Voting Members Absent – 2013**

Cuyahoga County Common Pleas Court  
 Cuyahoga County Council  
 Cuyahoga County Medical Examiner  
 Council District 1  
 Council District 2 – Chief James Foster-Excused  
 Council District 5  
 Council District 8

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**1. Call to Order**

Chief Malley called the meeting of June 27, 2013 to order and led the Pledge of Allegiance.

**2. Roll Call**

Michelle Norton called the roll and a quorum was present.

**3. Approval of Minutes**

Chief Malley called for a motion to approve the May 25, 2013 meeting minutes; Chief Maine moved; seconded by Sheriff Bova; all in favor; none opposed.

**4. Public Comment – None.**

**5. Reports – Committee**

♦ **REDSS Manager - Veronica Devese**

- **Audit** – completing remaining audit items (4) specific to infrastructure; working with Dept. of Information Technology (DoIT)
- **RMS (Records Management System)** – working with MainSail to re-write code for RMS; live BETA testing by Jan. 2014; link available on the homepage for users to view.
- **CAD(Computer Aided Dispatch)** – update on CAD procurement with Noris of Toledo, OH, five-year agreement, potential installation by August, and live test by Jan. 2014. Request for total number of users for advanced authentication for public safety entity license purchase.
- **Data Warehouse** – noted project plan and cost summary due to Executive Board in July.
- **Client Requests** - update on relocations and scheduling engineering services.

Comments on Microsoft Windows XP support ending in April 2014 and ramifications for public safety if hardware/software is not updated. County DoIT will assist in procurement; survey to be sent requesting total number of mobile data terminals, workstations and licenses needed; extended discussion on models currently in use, preferences, upgrading and future considerations.

<b>Action Item</b>	<p><b>SOG(s) – Standard Operating Guides</b>  <b>Items deferred at the May 23, 2013 meeting; final drafts reviewed:</b></p> <ol style="list-style-type: none"> <li>1. <b>Media Protection and Hardware Sanitization</b></li> <li>2. <b>Network Identification and Authentication</b></li> <li>3. <b>Use of Unique ID to access the REDSS Network</b></li> <li>4. <b>Personal Mobile Device Use</b></li> <li>5. <b>Settings and Management of Firewall Rules</b></li> </ol> <p><b>SOG’s to be sent to member agencies as REDSS policy.</b></p>	<p><b>Chief Malley moved to approve the SOG’s;</b>  <b>Chief Maine seconded;</b>  <b>All in favor;</b>  <b>None opposed;</b>  <b>Approved.</b></p>
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♦ **Executive/Finance – Chief Timothy Malley**

Attendance/Representation:

- Council District 4: Conflict with Capt. Kim Cornachio’s representation, as he and Chief Robert Miller are from the same agency. Chief Miller introduced Chief Scott Mileke, Brooklyn Police Dept. to represent and was approved by unanimous vote of REDSS Board.
- Council District 5: Jack Hall inquired regarding a representative-will report back.
- Council District 8: (Not REDSS members) Kris Nietert will inquire.

❖ **Technology/Interface – Captain Jack Hall**

Reported on survey to be sent out, meeting with IT personnel and Executive Committee for input and best response. Reiterated 2014 as an expensive year for technology; administrative and technical audits, Criminal Justice Information System (CJIS) and National Institute Science Technology (NIST) compliancy requirements. Extended discussion regarding e-mail servers and necessity for full control; vendor security and integrity checks were stressed. Barbara Giffen discussed administrative training for LEAD, NCIC rules and policies and various security and background check requirements in conjunction. She noted rules and policies will be revised by end of July.

❖ **Security/Records – Assistant Prosecutor Michael O’Malley**

No Report

**6. Open Discussion – None**

Jeff Mowry commented on relocation of the county’s primary data center from the Sterling Bldg. at 1255 Euclid to the Medical Examiner’s Office data center which is to be upgraded; item pending before County Council, scheduled to be completed in 2014.

**7. New Business – None**

**8. Next Meeting -** July 25, 2013 at 9:30 a.m.

HIDTA Office, 984 Keynote Circle, Brooklyn Hts., Ohio

**9. Adjournment -** Motion to adjourn by Sheriff Bova; seconded by Chief Miller; meeting adjourned.