



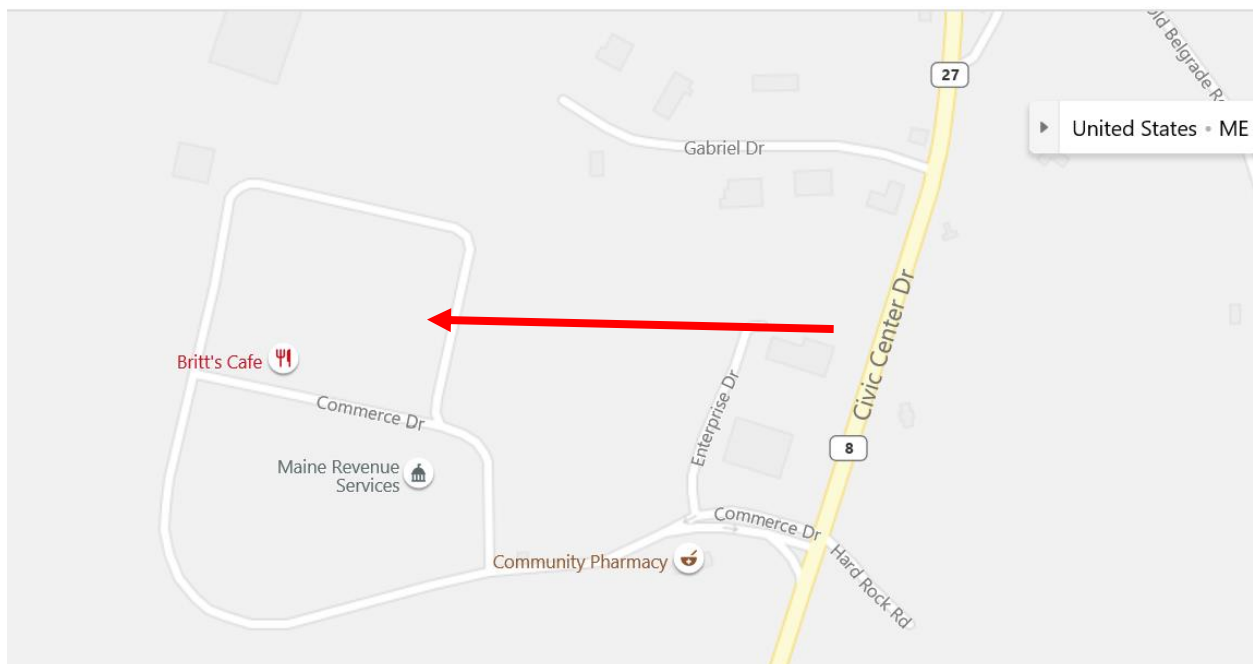
Maine Information and Analysis Center Advisory Board Agenda
Lieutenant Michael Johnston
12/4/2019

Location: 45 Commerce Drive Maine Department of Public Safety in Fallen Heroes Conference Room

The start and end times below are an approximation

1. 9:00-9:30: Welcome/Introductions
2. 9:30-10:15: Boards duties (executive order, by-laws)
3. 10:30-11:30: MIAC 101
4. 11:30-12:30 Privacy Policy Review
5. 12:30-1:00 Lunch
6. 1:00-2:30- MIAC Audit results
7. Adjournment

Coffee will be provided





Notes from Meeting

1. Members in attendance
 - Colonel John Cote
 - Major Christopher Grotton
 - Attorney General Aaron Frey
 - Adjutant General Donald Farnham
 - MEMA Director Pete Rogers
 - Tracy Collins
 - Michael Feldman
 - Bruce Lewis (attended via Skype)
 - Chief Jason Moffett (attended via Skype)
 - FBI SSA Greg Hughes
 - Lieutenant Michael Johnston
- Not present: Privacy Officer Christopher Parr, Sergeant Mathew Casavant
2. Presentation on Boards duties (executive order, by-laws)
3. MIAC 101 Presentation
4. Privacy Policy Review
5. MIAC Audit results
 - This audit generated constructive discussion regarding the two incidents that had been marked by the audit team for review.
 - It was the opinion of the majority of the board that the information should have been shared and handled in the matter it was.
 - Tracy Collins requested a police report from the originating law enforcement agency where source of information originated. Report was obtained and provided to board the following day.
6. Election of new chair: Tracy Collins was elected by unanimous vote to serve as chairwoman of the MIAC Advisory Board.
7. Toured MIAC Facility



Recommendations/Discussion:

- For the sake of succession of future MIAC Advisory Boards, we should consider staggering appointments, so we are not appointing a whole new board every 3 years. Will follow-up with Chris Parr reference necessary changes to by-laws.
- Having the board focus on a certain procedure or topic at each meeting e.g. Open Source Research and Analysis
- Having the board or members of the MIAC liaison with certain private sectors groups.
- Inviting certain members of the public to future meetings and trying to balance that with executive session matters that are otherwise confidential by law.
- Tentative time frame of Spring 2020 was set for the next meeting.