



Maine Information and Analysis Center Advisory Board Agenda
Lieutenant Mathew Casavant
Maine State Police
Meeting Date: 7/30/2024 at 10:00 AM

1. Location: Attended Remotely TEAMS Meeting Application
2. Meeting posted for public awareness and attendance on DPS Website and Maine State Police Website on 7/29/2024.
 - <https://www.maine.gov/dps/msp/specialty-units/MIAC/Meeting>
 - <https://www.maine.gov/dps/news/meetings.html>
3. The MIAC Advisory Board will be holding its next meeting on Tuesday, July 30 2024 at 10:00am. MIAC will be holding a virtual meeting for members of the board pursuant to PL 2019, c. 617 and 1 MRS Section 403. Please use information below to attend either electronically via computer, smartphone or telephonically.
4. Start and end times below are an approximation.

The MIAC Advisory Board Reserves the right to enter executive session pursuant to 1 MRS §405(6) as needed.

1. 10:00-10:05 Welcome and new member introduction (Lt. Mathew Casavant)
2. 10:05-10:13 Discussion of proposed amendments to MIAC audit process
3. 10:13-10:13 Advisory Board votes to approve proposed amendments to MIAC audit process
4. 10:13-10:19 Discussion of recent MIAC projects
5. 10:20 Closing/Adjournment

Join the meeting now
Meeting ID: 218 218 686 685
Passcode: QbaTPU

Dial in by phone
+1 207-209-4724,,42775293# United States, Portland
Find a local number
Phone conference ID: 427 752 93#



Notes from the MIAC Advisory Board Meeting on 7/30/2024

The following in substance is a summary of the meeting and should not be viewed or treated as a literal transcription.

Participants:

Lt. Matt Casavant- MIAC
Director Peter Rogers- MEMA
Jim Landau- Critical Infrastructure
Arnold Shorey- Private citizen
Major Scott Gosselin- MSP
Andrew Sankey- EMA Hancock County
Gen. Aaron Frey- Maine Attorney General
Kenty Avery- Privacy Officer MIAC
Wess Brooker- FBI
Chief Jason Moen- Auburn PD *Joined Teams meeting at 10:14am*

- Introduction of new board member, Wes Brooker, FBI taking the place of Gregory Hughes.
- Casavant- Proposed revisions to MIAC audit policy
 - Change terminology of “Activity Report” to “ITS Entry” to mirror the MIAC Privacy Policy.
 - Increase number of entries to audit from 24 entries to 32 entries. Each audit participant will select 8 entries for audit and an additional 8 random entries will be selected for a total of 32 entries.
 - Audit the first 50 SAR entries and an additional 50% of any SAR entries surpassing the first 50 SARs.
 - Latest version of audit policy will be sent to Advisory Board members.
- Vote on implementation of proposed MIAC Audit Policy revisions:
 - Rogers- Yes
 - Landau- Yes
 - Shorey- Yes
 - Gosselin- Yes
 - Sankey- Yes
 - Frey- Yes
 - Avery- Yes
 - Brooker- Yes
- Finalization of audit team members who will be participating in next audit.
- Floor opened to general discussion.
 - Casavant- MIAC implemented new method of disseminating information to improve security and accessibility.
 - Casavant- MIAC analysts and Kent Avery recently attended Privacy and SAR training presented by the Department of Homeland Security.
 - * Avery- Noted success of training event and the MIAC’s continued adherence to policies and procedures reviewed in the trainings.
 - Casavant- MIAC published annual State of Maine Threat Assessment.
 - Casavant- MIAC held Domestic Terrorism Conferences this year that received positive feedback. Looking to hold additional Domestic Terrorism Conferences in future.
- Meeting adjourned at 10:20am