



# Bay Area UASI Management Team

## Public Safety Information Sharing Work Group

### 2018 Charter

The Public Safety Information Sharing Work Group is co-chaired by the Northern California Regional Intelligence Center (NCRIC) and Mikyung Kim-Molina of the UASI Management Team. The Chairperson is responsible for developing meeting agendas, scheduling and facilitating meeting, and distributing the meeting summaries to work group members.

#### **Purpose**

The work group's purpose 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 Public Safety Information Sharing Work Group supports Goal One of the Bay Area UASI Homeland Security Goal Areas.

#### **Goal 1: Public Safety Information Sharing**

Enhance information collection, analysis and sharing in support of public safety operations.

#### **Work Group Objectives**

The Public Safety Information Sharing Work Group 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 and ARIES.
- 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 Public Safety 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 work group members.

#### **Meeting Frequency**

Members are encouraged to attend in person or by conference call line. Information Sharing Work Group 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 work group shall serve as Co-Chairperson and Scribe. It is the responsibility of the UASI Project Manager to report recommendations and progress of the work group to the UASI General Manager. As appropriate, the UASI General Manager may add updates and/or



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recommendations on behalf of this work group to the agenda for a scheduled UASI Approval Authority Meeting.

## **Documentation**

The work group Co-Chairs will maintain a record of the work group 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 Bay Area 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.