**SECURE Owner’s Meeting Task List**

Tuesday, January 10, 2017

San Diego County ARCC Branch Office

141 E. Carmel Street, San Marcos, CA 92078

1. Out of State Submitters Inspections
   * OC has created a contract for the third party inspectors
   * Inspections will begin in February with submitters in Utah
   * Cost will be $65/hour
   * Next state for Submitter inspections will Florida
   * Task – OC to send copy of contract and inspection checklist to Owners & Owner Assistants
2. SECURE Partners Pricing Committee
   * Committee includes Sacramento, Santa Barbara, Ventura, Patrick, Dana
   * Add Monique and Riverside Rep to Partner Pricing Committee
3. SECURE COOP and Disaster Recovery Plan
   * Establish DR Committee (Patrick, Chris (LA), and Rolf (SD) + Riverside rep) to review and proposed a SECURE COOP and disaster recovery plan.
   * DR Committee to explore possible DR hotsites and the related costs
   * DR Committee to determine cost and possibility to replicate SECURE Network if SECURE network went down
   * OC to determine if DOJ has to approve hotsite, and any other requirements/procedures if SECURE was moved to a DR site
4. Data Analytic/SECURE Performance Measures
   * Distributed draft format of proposed SECURE Performance Indicators and Analytics; Owner Counties to review provide feedback to OC
   * Question- is the data real time? – Yes, the data is updated every 60 seconds
   * OC to locate the SECURE Performance Indicators on the SECURE Website so it is visible to all SECURE counties
   * OC to add Partner counties’ monthly numbers to Report labeled “County Stats”
5. Annual SECURE Costs & Cost Saving Options
   * OC to list Lead County tasks and time requirements for various SECURE activities
6. Next SECURE Owners Meeting
   * OC To host next Owners Meeting on April 5th at 11:00