**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