

Order of Event for the 4 Hour P/CRCL Issues Session (Running total on time)

December 16, 2020

Updated 12/15/20

1:00 pm EDT – 5:00 pm EDT

10:00 am PST – 2:00 pm PST

5:00 am HST – 9:00 am HST

Proposed Materials and Activities to Supplement the Session

- 1) **Pre-Session Supplemental Materials** - Send the following to all registrants in advance by separate email
 - a. NFCA general Subcommittee flyer (*Session 1*) – (b)(6)
 - b. 10 Functions list (updated) (*Session 2*) – (b)(6); intro
 - c. CLPO Onboarding Checklist (*Session 2 – Discussion 2*) – (b)(6)
 - d. New and Part-time CLPO Resources Sheet (*Session 2 – Discussion 2*) – (b)(6)
- 2) **On-line Post-Session Survey** – We will send session registrants a post-session survey (*to be completed after the session by the registrants from the fusion centers*) – Task is to complete a short survey with open fields and pull downs on the Survey Monkey platform. The P/CL Sub-committee will monitor the responses.

Session Order of Events and Timing

(1:00 pm ET) **START – Mike Sena intro** – 5 minutes

SESSION # 1 - 50 min - P/CL Subcommittee Business Meeting and Discussion -

- Introduction to role, purpose, and membership of the Subcommittee – P/CL Subcommittee Co-chairs (*Reference – Subcommittee flyer*) – (b)(6) (10 minutes)
- Current Issues Overview + Survey Monkey request for future (*Reference PPT with graphical survey results – share with group*) – (b)(6) (5 minutes)
- Regional reps each speak to their regional concerns and how this Subcommittee platform will allow each region prioritize and meet those needs (3 - 5 minutes each) – (b)(6) (30 minutes)

10 minute break

(2:15 PM ET to reconvene)

SESSION # 2 (Facilitated Discussions in “Fish Bowl” format) – CLPO Role and Practice Facilitated discussion among selected regional and other members prepped in advance

- **Introduction to provide framework for conversations** - 10 functions list and policy guidance over last 4 years – **15 min** (PPT with function and links to guidance) – (b)(6) **will do the quick overview**

“Fish Bowl” Discussions among regional reps while other participants listen in – 20 minutes each

- Practice issue 1 - “Operational Issues with a P/CL Nexus We are Seeing Trend Across Centers and Regions” - (b)(6) start 2:30 pm
- Practice issue 2 - “Challenges of Getting up to Speed for Newer and PT CLPOs + Resources/Tips” - (b)(6) (b)(6) (References: PPT + /Onboard Checklist as handout) start 2:50 pm
- Practice issue 3 - “Operational considerations with updating/revising/auditing P/CRCL policies based on recent templates and auditing records and products”? (b)(6) start 3:10 pm
(Reference: PPT gfx on nat'l picture of center policy updates/audit guidance)

Moderator – (b)(6)

(3:30 ET -end session 2 - start break)

10 minute break

Session # 3 (Core skills Presentation) – 30 min – Intel Product review (b)(6) PPT in 2 versions (integrated into COMBO 1&2 PPT and she has as well. Decide best presentation style.) - (Start 3:40 pm)

Session # 4 (Hot topic segue) – True threat/Incitement/civil unrest quick issues overview – (Start 4:10) (b)(6) covering for (b)(6)

Session 4A (Open Microphone on Hot Topics) Segue from Session 4 and suggest same issue(s) or suggest additional issues but open to the group. Identify regional folks to start the conversation with others who registered primed to contribute – will likely not get to both. Heather as moderator. Goal is to start conversations and look for next steps.

Backup plan to ensure participation

- Regional rep owner of issue 1 (b)(6)
- Regional rep owner of issue 2 (b)(6)

End by 4:50

Closing and Next Steps (10 minutes) (b)(6)

- “2020 was a unique year – Covid/Blue Leaks/Civil unrest – summarize what the directors said they wanted to hear about (PRA-FOIA/Audits/training)”
- “Based on this session and the upcoming survey that Subcommittee might be able to address (i.e. priorities for the year) – our plan with milestones to address the identified priorities”
 - By March 1st - The regional representatives will be compiling from priorities list and plan of action for 2021 - 2022 to be circulated.
- “We hope that CLPO regional reps and other fusion center experts will volunteer to serve as point people on joint projects”
- Final note on additional next steps identified during the sessions (*based on a synthesis of the discussion by* (b)(6))