

## **Egilson, Stefan AG:EX**

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**From:** Choy, Karen AG:EX  
**Sent:** Tuesday, October 6, 2020 10:55 AM  
**To:** Eames, Lisa AG:EX  
**Subject:** RE: Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Thanks, Lisa. Yes, I'll let Maja know that 9am works for us both.

Karen

**Karen Choy**, Legal Counsel  
Justice, Health & Revenue Group  
Legal Services Branch, Ministry of Attorney General  
Phone: 250-356-2749  
Pronouns: she/her

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---

**From:** Eames, Lisa AG:EX <Lisa.Eames@gov.bc.ca>  
**Sent:** Tuesday, October 6, 2020 10:43 AM  
**To:** Choy, Karen AG:EX <Karen.Choy@gov.bc.ca>  
**Subject:** FW: Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Karen,

Further to Maja's email below, I can be available at 9am but not sure if you can.

Would you like to respond to Maja?

Lisa

**Lisa Eames**, Legal Counsel, Justice, Health & Revenue Group  
Legal Services Branch, Ministry of Attorney General  
Phone: 250-356-8813  
Pronouns: she/her/hers

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---

**From:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Sent:** Monday, October 5, 2020 5:03 PM  
**To:** Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>  
**Cc:** Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Fletcher, Courtney AG:EX <[Courtney.Fletcher@gov.bc.ca](mailto:Courtney.Fletcher@gov.bc.ca)>  
**Subject:** RE: Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Hi Lisa,  
Any chance you and Karen could be available at 9am that day?  
Maja.

---

**From:** Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>  
**Sent:** Monday, October 5, 2020 1:11 PM  
**To:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Cc:** Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Fletcher, Courtney AG:EX <[Courtney.Fletcher@gov.bc.ca](mailto:Courtney.Fletcher@gov.bc.ca)>  
**Subject:** Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Dear Maja,

s.22 so I am responding in her stead. Karen and I are not available during the morning of the 14<sup>th</sup> but currently have good availability on Thursday the 15<sup>th</sup> between 10am-noon PST.

Thank you,

Lisa

**Lisa Eames, Legal Counsel, Justice, Health & Revenue Group**  
Legal Services Branch, Ministry of Attorney General  
Phone: 250-356-8813  
Pronouns: she/her/hers

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---

**From:** Brull, Natalie (SOLGEN) <[Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)>  
**Sent:** Monday, October 5, 2020 11:54 AM  
**To:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Kalman, Evelyn PSSG:EX <[Evelyn.Kalman@gov.bc.ca](mailto:Evelyn.Kalman@gov.bc.ca)>  
**Subject:** RE: BC RTD Agreement follow-up information

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Maja,

We would be happy to present a demo to your team on Wednesday October 14<sup>th</sup> or Thursday October 15<sup>th</sup>. Please let me know if either of those dates work for you.

Thank you,  
Natalie

**Natalie Brull**

Community Safety Analyst

E-mail: [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)

---

**From:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>

**Sent:** Thursday, October 01, 2020 1:12 PM

**To:** Brull, Natalie (SOLGEN) <[Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)>

**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Kalman, Evelyn PSSG:EX <[Evelyn.Kalman@gov.bc.ca](mailto:Evelyn.Kalman@gov.bc.ca)>

**Subject:** RE: BC RTD Agreement follow-up information

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Good Afternoon Natalie,

I hope this message finds you well. Thank you for this information. My colleagues and I would be interested in another demo, would it be possible to arrange something in the near future? Please let me know your available dates.

Many thanks,

Maja.

---

**From:** Brull, Natalie (SOLGEN) <[Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)>

**Sent:** Thursday, September 17, 2020 7:51 AM

**To:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>

**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>

**Subject:** BC RTD Agreement follow-up information

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hello,

It was nice to meet you all last week and I look forward to working with you.

As discussed, please find attached a copy of the RTD agreement template, which we enter into with local agencies in order for them to gain access to the RTD. As noted on our call, there can be up to three users per site. The users can be from the same agency (i.e., one agreement) or three different agencies (i.e., three agreements).

Regarding our discussion on 'De-identified information' and "Discussion Numbers" in the RTD, there are certain fields in the RTD which auto-populate once the discussion is saved. One of these fields is the discussion number. Each time a user enters a new discussion into the RTD they first populate a few of the system fields (e.g., originating agency), then press the save button. Upon saving the discussion, the system will auto-generate a discussion number which is unique to each discussion.

The following is an example of a discussion number: BC – 2020 – 0001. The letters represent the unique identifier (BC) which each community may choose for themselves, this may represent the first two or three letters in the community name or something specific to the table name. The first four numbers represent the year the discussion was created. The final four numbers represent the discussion number which is generated in sequential order and starts again at 0001 at the beginning of each year. Only the system Administrators have the ability to delete or adjust discussion numbers.

Though this number may be tracked by the table administrator in their own files at their own discretion, it cannot be tied to any identifying information in the system which would lead other data users/consumers or administrators to identifying an individual, making it therefore de-identified data for Ontario's purposes.

Please let me know if you have any questions.

Thank you,  
Natalie

**Natalie Brull**

Community Safety Analyst  
Program Development Section / External Relations Branch / Public Safety Division  
Ministry of the Solicitor General  
25 Grosvenor Street, 12th Floor, Toronto, ON M7A 2H3  
Tel: (416) 325-6039 / E-mail: [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)

*If you have any accommodation needs or require communication supports or alternate formats, please let me know*

Pre-call touch base - RDT Agreement

s.22

Choy, Karen AG:EX

Required

● Langrish, Maja PSSG:EX; ● Eames, Lisa AG:EX

Optional

● Bordua, Karine AG:EX; ● Tucker, Shannon PSSG:EX; ● Waldron, Fraser PSSG:EX; ● Kalman, Evelyn PSSG:EX

As the meeting organizer, you do not need to respond to the meeting.

Thursday, September 10, 2020 9:30 AM-10:00 AM

Skype Meeting

Accept

Tentative

Decline

Propose New Time

2020-09-03

Hi Maja – Just including Karine on the pre-call invite in case she is available and would like to join.

Join Skype Meeting

Trouble Joining? [Try Skype Web App](#)

Join by phone

Local - Victoria: s.15; s.17	(BC, Canada)	English (United States)
Local - Vancouver: s.15; s.17	(BC, Canada)	English (United States)
Toll-Free: s.15; s.17	(BC, Canada)	English (United States)
Local - Kamloops: s.15; s.17	(BC, Canada)	English (United States)
Local - Prince George: s.15; s.17	(BC, Canada)	English (United States)
Local - Nelson: s.15; s.17	(BC, Canada)	English (United States)

[Find a local number](#)

Conference ID:

[Forgot your dial-in PIN?](#) | [Help](#)

## Egilson, Stefan AG:EX

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**From:** Choy, Karen AG:EX  
**Sent:** Tuesday, October 27, 2020 9:07 AM  
**To:** Langrish, Maja PSSG:EX  
**Subject:** RE: ACTION: Create TEST SharePoint Site - PSD Situation Tables

Hi Maja – My schedule is clear next Monday Nov 2.

Thanks,

Karen

**Karen Choy** (she/her)  
Legal Counsel  
Justice, Health & Revenue Group  
Legal Services Branch, Ministry of Attorney General  
Phone: 250-356-2749

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---

**From:** Langrish, Maja PSSG:EX <Maja.Langrish@gov.bc.ca>  
**Sent:** Tuesday, October 27, 2020 9:04 AM  
**To:** Chisholm, Jason AG:EX <Jason.Chisholm@gov.bc.ca>  
**Cc:** Gee, Alex PSSG:EX <Alex.Gee@gov.bc.ca>; Kalman, Evelyn PSSG:EX <Evelyn.Kalman@gov.bc.ca>; Bordua, Karine AG:EX <Karine.Bordua@gov.bc.ca>; Beyea, Bonnie AG:EX <Bonnie.Beyea@gov.bc.ca>; Choy, Karen AG:EX <Karen.Choy@gov.bc.ca>  
**Subject:** RE: ACTION: Create TEST SharePoint Site - PSD Situation Tables

Thank you for your prompt help on this matter Jason.

I would like to expedite this as quickly as possible – at least to the point where we can say with confidence that our Tables' RTD can be stored and accessed on our SharePoint and that it does not infringe on privacy and security.

I've added Karine Bordua, Evelyn Kalman, Bonnie Beyea, and Karen Choy to the email. I'd like to organize a call to see how the RTD can be stored in our SharePoint's subsites, and what the access/storage/security protocols must be in place to satisfy privacy and security concerns. Karine mentioned that you can absolutely have subsites with siloed information that is locked to specific users. Karine also recommended using Business BCID.

Question to the group: are folks available next week Monday October 26 for a meeting? I'm free all day except for 11am-11:30am.

Please advise,

Thank you,

Maja.

---

**From:** Chisholm, Jason AG:EX <[Jason.Chisholm@gov.bc.ca](mailto:Jason.Chisholm@gov.bc.ca)>  
**Sent:** Thursday, October 22, 2020 10:57 AM  
**To:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Cc:** Gee, Alex PSSG:EX <[Alex.Gee@gov.bc.ca](mailto:Alex.Gee@gov.bc.ca)>  
**Subject:** RE: ACTION: Create TEST SharePoint Site - PSD Situation Tables

Hi Maja,

I would say you and Alex can go into the test site as soon as you like to start experimenting with setup and layout. We can build the site in a similar way to the existing production site but we need to keep in mind the following goals:

**Control Access to the various Situation Table documents:**

Setup the SharePoint site in a way that provides separation and security between the various Situation Table documents. From what I understand, we need to make sure that external users accessing the site won't be able to open and or modify situation table documents that fall outside of their responsibility. We can potentially do this a number of different ways,

- physically separating the stored documents in number of sub sites under the parent site and then locking down the access controls by only letting in specific users to those subsites.
- Store all situation table documents in one place but restrict access on a per document basis (not sure if this is possible)
- Other?

**Provision Access to External users via BCeID:**

Experiment with provisioning access to users with BCeID. Go through the process of inviting external users to the site and allocating their BCeID account to specific access groups within SharePoint. I've created a BCeID for myself so we can use my account to experiment.

**User Audit Procedures:**

Create procedures or policies to ensure Police Services can regularly audit the user access list in the SharePoint site to remove users no longer involved with the Situation Table Committees

**User Access Procedures:**

Create procedures to help Police Services SharePoint admins be able to provision access to users in the SharePoint site.

I'm going to schedule a meeting within the next couple days to review where we are at and discuss our approach. I see you are not available this Friday, so perhaps Monday?

**Jason Chisholm**

Sr. Business Analyst, Client Services  
Information Systems Branch  
Ministry of Attorney General and Public Safety Sector  
Cell: 250-507-1298  
UC: 236-478-0229

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---

**From:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Sent:** Wednesday, October 21, 2020 5:27 PM  
**To:** Chisholm, Jason AG:EX <[Jason.Chisholm@gov.bc.ca](mailto:Jason.Chisholm@gov.bc.ca)>; Hugh, Nadia AG:EX <[Nadia.Hugh@gov.bc.ca](mailto:Nadia.Hugh@gov.bc.ca)>  
**Cc:** Gee, Alex PSSG:EX <[Alex.Gee@gov.bc.ca](mailto:Alex.Gee@gov.bc.ca)>  
**Subject:** RE: ACTION: Create TEST SharePoint Site - PSD Situation Tables

Thank you very much Nadia!

Jason, please let me know when you'd like to reconvene and test this all out. I'm copying my colleague Alex who is quite familiar with our SharePoint site. Please let us know how we can assist.

Thanks

Maja.

---

**From:** Chisholm, Jason AG:EX <[Jason.Chisholm@gov.bc.ca](mailto:Jason.Chisholm@gov.bc.ca)>  
**Sent:** Wednesday, October 21, 2020 2:01 PM  
**To:** Hugh, Nadia AG:EX <[Nadia.Hugh@gov.bc.ca](mailto:Nadia.Hugh@gov.bc.ca)>  
**Cc:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Subject:** RE: ACTION: Create TEST SharePoint Site - PSD Situation Tables

Hi Nadia,

Once we've planned out our test site, I'll get in touch with you about possible changing of the URL, after consulting with Maja. Once we have finalized our test site, I'll reach out to you for possible next steps.

Thanks for a quick response on this!

**Jason Chisholm**

Sr. Business Analyst, Client Services  
Information Systems Branch  
Ministry of Attorney General and Public Safety Sector  
Cell: 250-507-1298  
UC: 236-478-0229

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**From:** Hugh, Nadia AG:EX <[Nadia.Hugh@gov.bc.ca](mailto:Nadia.Hugh@gov.bc.ca)>  
**Sent:** Wednesday, October 21, 2020 1:31 PM  
**To:** Chisholm, Jason AG:EX <[Jason.Chisholm@gov.bc.ca](mailto:Jason.Chisholm@gov.bc.ca)>  
**Cc:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Subject:** RE: ACTION: Create TEST SharePoint Site - PSD Situation Tables

Here you go:

<https://pssg.sp.gov.bc.ca/sites/collabpssg/psb-root/test-situation-tables/>



I see there isn't much content in <https://pssg.sp.gov.bc.ca/sites/collabpssg/situationtables/>. I'd rather the site was not at the root level of collabpssg, so if we can move it to under psb-root that be better. Or, once you've gotten the test-situation-tables site sorted out we could rename it and change the url. . .

---

**From:** Chisholm, Jason AG:EX <[Jason.Chisholm@gov.bc.ca](mailto:Jason.Chisholm@gov.bc.ca)>  
**Sent:** Wednesday, October 21, 2020 12:20 PM  
**To:** Hugh, Nadia AG:EX <[Nadia.Hugh@gov.bc.ca](mailto:Nadia.Hugh@gov.bc.ca)>  
**Cc:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Subject:** ACTION: Create TEST SharePoint Site - PSD Situation Tables

Hi Nadia,

I've been working with my client, Maja to configure their existing production SharePoint site to accommodate their needs, link here: <https://pssg.sp.gov.bc.ca/sites/collabpssg/situationtables/>

As their current SharePoint site is live, I'd like to get a test site going so we can experiment with layout, functionality, and access. Can you please setup a test site and provision admin access to myself and Maja?

Regards

**Jason Chisholm**  
Sr. Business Analyst, Client Services  
Information Systems Branch  
Ministry of Attorney General and Public Safety Sector  
Cell: 250-507-1298  
UC: 236-478-0229

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## Egilson, Stefan AG:EX

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**From:** Choy, Karen AG:EX  
**Sent:** Tuesday, October 6, 2020 10:56 AM  
**To:** Langrish, Maja PSSG:EX; Eames, Lisa AG:EX  
**Cc:** Futchter, Courtney AG:EX  
**Subject:** RE: Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Hi Maja – Thanks for coordinating this. Yes, Lisa and I are both available on Oct 15 at 9am.

Karen

**Karen Choy**, Legal Counsel  
Justice, Health & Revenue Group  
Legal Services Branch, Ministry of Attorney General  
Phone: 250-356-2749  
Pronouns: she/her

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**Sent:** Monday, October 5, 2020 5:03 PM  
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**Cc:** Choy, Karen AG:EX <Karen.Choy@gov.bc.ca>; Futchter, Courtney AG:EX <Courtney.Futchter@gov.bc.ca>  
**Subject:** RE: Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Hi Lisa,  
Any chance you and Karen could be available at 9am that day?  
Maja.

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**Sent:** Monday, October 5, 2020 1:11 PM  
**To:** Langrish, Maja PSSG:EX <Maja.Langrish@gov.bc.ca>  
**Cc:** Choy, Karen AG:EX <Karen.Choy@gov.bc.ca>; Futchter, Courtney AG:EX <Courtney.Futchter@gov.bc.ca>  
**Subject:** Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Dear Maja,

s.22 so I am responding in her stead. Karen and I are not available during the morning of the 14<sup>th</sup> but currently have good availability on Thursday the 15<sup>th</sup> between 10am-noon PST.

Thank you,

Lisa

**Lisa Eames, Legal Counsel, Justice, Health & Revenue Group**  
Legal Services Branch, Ministry of Attorney General  
Phone: 250-356-8813  
Pronouns: she/her/hers

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**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Kalman, Evelyn PSSG:EX <[Evelyn.Kalman@gov.bc.ca](mailto:Evelyn.Kalman@gov.bc.ca)>  
**Subject:** RE: BC RTD Agreement follow-up information

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Hi Maja,

We would be happy to present a demo to your team on Wednesday October 14<sup>th</sup> or Thursday October 15<sup>th</sup>. Please let me know if either of those dates work for you.

Thank you,  
Natalie

**Natalie Brull**  
Community Safety Analyst  
E-mail: [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)

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**From:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Sent:** Thursday, October 01, 2020 1:12 PM  
**To:** Brull, Natalie (SOLGEN) <[Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)>  
**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Kalman, Evelyn PSSG:EX <[Evelyn.Kalman@gov.bc.ca](mailto:Evelyn.Kalman@gov.bc.ca)>  
**Subject:** RE: BC RTD Agreement follow-up information

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Good Afternoon Natalie,  
I hope this message finds you well. Thank you for this information. My colleagues and I would be interested in another demo, would it be possible to arrange something in the near future? Please let me know your available dates.  
Many thanks,

Maja.

---

**From:** Brull, Natalie (SOLGEN) <[Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)>

**Sent:** Thursday, September 17, 2020 7:51 AM

**To:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>

**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>

**Subject:** BC RTD Agreement follow-up information

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hello,

It was nice to meet you all last week and I look forward to working with you.

As discussed, please find attached a copy of the RTD agreement template, which we enter into with local agencies in order for them to gain access to the RTD. As noted on our call, there can be up to three users per site. The users can be from the same agency (i.e., one agreement) or three different agencies (i.e., three agreements).

Regarding our discussion on 'De-identified information' and "Discussion Numbers" in the RTD, there are certain fields in the RTD which auto-populate once the discussion is saved. One of these fields is the discussion number. Each time a user enters a new discussion into the RTD they first populate a few of the system fields (e.g., originating agency), then press the save button. Upon saving the discussion, the system will auto-generate a discussion number which is unique to each discussion.

The following is an example of a discussion number: BC – 2020 – 0001. The letters represent the unique identifier (BC) which each community may choose for themselves, this may represent the first two or three letters in the community name or something specific to the table name. The first four numbers represent the year the discussion was created. The final four numbers represent the discussion number which is generated in sequential order and starts again at 0001 at the beginning of each year. Only the system Administrators have the ability to delete or adjust discussion numbers.

Though this number may be tracked by the table administrator in their own files at their own discretion, it cannot be tied to any identifying information in the system which would lead other data users/consumers or administrators to identifying an individual, making it therefore de-identified data for Ontario's purposes.

Please let me know if you have any questions.

Thank you,  
Natalie

**Natalie Brull**

Community Safety Analyst

Program Development Section / External Relations Branch / Public Safety Division

Ministry of the Solicitor General

25 Grosvenor Street, 12th Floor, Toronto, ON M7A 2H3

Tel: (416) 325-6039 / E-mail: [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)

*If you have any accommodation needs or require communication supports or alternate formats, please let me know*

## **Egilson, Stefan AG:EX**

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**From:** Eames, Lisa AG:EX  
**Sent:** Tuesday, November 10, 2020 10:26 AM  
**To:** Eames, Lisa AG:EX  
**Subject:** FW: Police - OCR-GO RDTD: BC RTD Agreement follow-up information

**Lisa Eames, Legal Counsel, Justice, Health & Revenue Group**

Legal Services Branch, Ministry of Attorney General

Phone: 250-356-8813

Pronouns: she/her/hers

*This communication (both the message and any attachments) may be confidential and protected by privilege. This communication is intended only for the use of the person(s) to whom it is addressed. If you received this communication in error, please destroy this communication immediately and notify me by telephone or by email.*

*For government recipients: prior to any disclosure of this communication outside of government, including in response to a request under the Freedom of Information and Protection of Privacy Act, the individual in possession of this communication must consult with the lawyer responsible for the matter to determine whether it is subject to privilege.*

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**From:** Eames, Lisa AG:EX  
**Sent:** Monday, October 5, 2020 1:11 PM  
**To:** Langrish, Maja PSSG:EX  
**Cc:** Choy, Karen AG:EX ; Futch, Courtney AG:EX  
**Subject:** Police - OCR-GO RDTD: BC RTD Agreement follow-up information

Dear Maja,

s.22 so I am responding in her stead. Karen and I are not available during the morning of the 14<sup>th</sup> but currently have good availability on Thursday the 15<sup>th</sup> between 10am-noon PST.

Thank you,

Lisa

**Lisa Eames, Legal Counsel, Justice, Health & Revenue Group**

Legal Services Branch, Ministry of Attorney General

Phone: 250-356-8813

Pronouns: she/her/hers

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---

**From:** Brull, Natalie (SOLGEN) <[Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)>  
**Sent:** Monday, October 5, 2020 11:54 AM  
**To:** Langrish, Maja PSSG:EX <[Maja.Langrish@gov.bc.ca](mailto:Maja.Langrish@gov.bc.ca)>  
**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>; Bordua, Karine AG:EX <[Karine.Bordua@gov.bc.ca](mailto:Karine.Bordua@gov.bc.ca)>; Waldron, Fraser PSSG:EX <[Fraser.Waldron@gov.bc.ca](mailto:Fraser.Waldron@gov.bc.ca)>; Tucker, Shannon PSSG:EX <[Shannon.Tucker@gov.bc.ca](mailto:Shannon.Tucker@gov.bc.ca)>; Eames, Lisa AG:EX <[Lisa.Eames@gov.bc.ca](mailto:Lisa.Eames@gov.bc.ca)>; Choy, Karen AG:EX <[Karen.Choy@gov.bc.ca](mailto:Karen.Choy@gov.bc.ca)>; Kalman, Evelyn PSSG:EX <[Evelyn.Kalman@gov.bc.ca](mailto:Evelyn.Kalman@gov.bc.ca)>  
**Subject:** RE: BC RTD Agreement follow-up information

**[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.**

Hi Maja,

We would be happy to present a demo to your team on Wednesday October 14<sup>th</sup> or Thursday October 15<sup>th</sup>. Please let me know if either of those dates work for you.

Thank you,  
Natalie

**Natalie Brull**  
Community Safety Analyst  
E-mail: [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)

---

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**Cc:** Jefferson, Emily (SOLGEN) <[Emily.Jefferson@ontario.ca](mailto:Emily.Jefferson@ontario.ca)>  
**Subject:** BC RTD Agreement follow-up information

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Thank you,  
Natalie

**Natalie Brull**

Community Safety Analyst  
Program Development Section / External Relations Branch / Public Safety Division  
Ministry of the Solicitor General  
25 Grosvenor Street, 12th Floor, Toronto, ON M7A 2H3  
Tel: (416) 325-6039 / E-mail: [Natalie.Brull@ontario.ca](mailto:Natalie.Brull@ontario.ca)

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