TRC Meeting Minutes

Date: August 15, 2013
Time: 10:00 AM
Location: ITSD GRAND CENTRAL, Room 205

Member Dept/Div	Representative (print name)
ITSD – Division Manager	Peter Ambs
ITSD – Application Manager	Brian Osterloh
ITSD – Communications Manager	Paul Chapman (proxy for Polo Fierro)
ITSD – Infrastructure and Operations Manger	Andre O'Brien
Animal Welfare	N/P (Michael Silva)
Aviation	
Cultural Services	Dave Mathews
Cultural Services - Library	John Meier
Environmental Health	
Family and community Services	
DFAS – ERP	Vince Quijano
DFAS – Purchasing	Bernadette Sandoval
DFAS – Risk Management	N/P (Alan Gutowski)
Internal Audit (non-voting)	Lew Witz
Municipal Development	
Parks and Recreation	
Planning	Tim Skelton
Police	Timothy Espinoza
Senior Affairs	
Solid Waste Management	
Transit	Joe Saraphon
Fire	

N/P – Not Present

WHAT	WHO	TIME	MINUTES
Housekeeping:			Next TRC Meeting is on September 05, 2013
Call to order	Andre	1	
Rollcall	Tony	1	**There was not a quorum.**
Approve of the Agendum:	Andre	1	
Review Minutes from Previous TRC:	Andre	1	TRC Minutes 2013-08-01.pdf TRC Meeting & Agenda 2013-06-20. **Since there was not a quorum, these items will be up for review at the next TRC Meeting.**
Unfinished Business:		0	
Routine Business:		0	
Review TRC Requests:	All	15	• [APD Recruiting Web page redesign]() - Timothy R. Espinosa - $11,021.00 - re-design, develop and deploy

			webpages for apd recruiting unit. The Albuquerque Police Department contends that the vast majority of potential recruits go on-line to find recruiting information. The APD Recruiting Unit's website (apdonline.com) needs to be redesigned to reflect new hiring standards, make it more citizen-centric, and provide added functionality. It is the APD Recruiting Unit's desire to increase and maximize recruitment efforts through www.apdonline.com. The desired outcome is for a professional website specifically designed for recruiting. **APD Representatives, Sergeant Jacob Hoisington, Director of training, Joe Wolf, and Officer Samantha MacFarlane discussed the necessity of the redesign of the website. In lieu of a quorum, Peter Ambs requested an online vote. With the online votes, TRC approved this request.** • Netformx - Garrett R. Quintana Jr. - $12,500.00 - Network design, documentation, and equipment pricing software. Network group requires this software for documentation and design of the City's network infrastructure. **This item met City Standard criteria and does not require a vote for approval.**
Review and Approval of Policies, Procedures & Standards	All		Policies, Procedures & Standards • New • Revised • Retired **No changes at this time.**
Problems, Warnings, Situational Awareness, Saved Rounds?	All	15	• Windows XP and Office 2003 retirement (Art Montoya) **Art Montoya spoke briefly on the upcoming April 2014 deadline MicroSoft has imposed on each of these products. Paul Chapman exhibited a matrix of the operating systems currently running these software items on City PCs and the estimated replacement of approximately $2 million (which has been sent to Budget for review). Paul Chapman also stressed that Departments begin upgrading to Windows7 Operating Systems**. • Password strengthening (Andre O'Brien) **Andre O'Brien discussed details and issues regarding resetting passwords.**
Total Time		34	