TRC Meeting Minutes

Date: May 1, 2014
Time: 10:00 AM
Location: ITSD GRAND CENTRAL, Room 205

Member	Person Representing (print name)
ITSD – Division Manager	Peter Ambs
ITSD – Application Manager	Brian Osterloh
ITSD – Communications Manager	Polo Fierro
ITSD – Infrastructure and Operations Manger	Andre O'Brien
Animal Welfare	Michael Silva
Aviation	N/P Pat Frias
Cultural Services	Dave Mathews
Cultural Services – Library	John Meier
Environmental Health	N/P Danny Nevarez
Family and Community Services	
DFAS – ERP	Vince Quijano
DFAS – Purchasing	Cheryl Vigil
DFAS – Risk Management	N/P Alan Gutowski
Internal Audit (non-voting)	N/P Lew Witz
Municipal Development	N/P Robert Nunez
Parks and Recreation	N/P Tim Martinez
Planning	Tim Skelton
Police	Clint Hubbard
Senior Affairs	N/P Gary Anderson
Solid Waste Management	
Transit	Stan Low
Fire	N/P Cedric Dalton

WHAT	WHO	TIME	AGENDA
Housekeeping:			Next TRC Meeting is on May 15, 2014
Call to order	Andre	0	
Roll call	Ramona	0	There was a quorum.
Approve of the Agendum:	Andre	1	**Motion to approve the Agendum by Dave Mathews; second by Stan Low. Motion carried unanimously.**
Review Minutes from Previous TRC	Andre	1	TRC 2014-04-03_Minutes.pdf Last meeting held April 3, 2014 **Motion to approve the Minutes for April 3, 2014 by Dave Mathews; second by Stan Low. Motion carried unanimously.**
Routine Business:		0	
Review TRC Request	All	8	• **XP Remediation - Management Tools** – Chris Hollowwa - $130,551.01 **-** As part of the XP Remediation effort, management and security tools are needed to protect the organization's PC--especially Windows XP

systems before they can be replaced. The Tipping Point IDS/IPS offers special protection for Windows XP systems. This request was approved by previous TRC/ISC reviews (4/3 & 4/9) as part of the overall XP remediation initiative. Microsoft has curtailed the support and patching for the Windows XP desktop operating system. The City still has quite a few XP systems in operation. This initiative will replace all XP systems in the organization and protect those XP systems until they can be replaced.

Chris Hollowwa discussed the purchase item as a necessary component of the XP remediation process. Motion to approve purchase by Dave Mathews; second by Stan Low. Motion carried unanimously.

- **Crime Lab Gene Mapper** - Timothy R. Espinosa - $91,800.00. GeneMapper ID-X Software Package. In a DNA laboratory forensic analysts are tasked with the job of interpreting mixture results. With the advances in software interpretation tools for forensic DNA casework, rule firings and algorithms can be used to ensure consistency in interpretation from analyst to analyst. By incorporating the GeneMapper ID-X software into the workflow, analysts can evaluate mixture data more consistently within a Laboratory.

Representatives from APD Crime Lab gave a brief description of the requested item. It is projected to replace the current outdated equipment. Call to question/ motion to approve purchase by Peter Ambs. Motion carried unanimously.

- **Large Format Scanners** - Cari Curley - $15,058.00. Colortract 42C Large Format Scanners (2 items). The current equipment cannot handle the workload of large format documents that need to be scanned into the FileNet system and is extremely slow due to its age. This is creating a large backlog (i.e. for the Planning Dept.) that is affecting the productivity of the Records Center Department. Two scanners are required as the majority of incoming scanning documents are large format documents.

Cari Curley explained the need for upgrading the existing equipment with the purchase request items. Call to question/ motion to approve purchase by Brian Osterloh. Motion carried unanimously.

- **High Volume Scanners** – Cari Curley - $24,200.00 - Fujitsu 6770, 90 PPM (4 units to replace existing equipment). Due to the removal of all Windows XP computers from the City of Albuquerque it is necessary to replace the existing scanners as they are not compatible with anything higher than Windows XP software.

Cari Curley explained the need for upgrading the existing equipment with the purchase request items. Call to question/ motion to approve purchase by Dave Mathews; second by Brian Osterloh. Motion carried unanimously.

Review and Approval of Policies, Procedures & Standards	All	0	Policies, Procedures & Standards • New • Revised: • Retired
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	
Total Time		10	**Motion to adjourn by Stan Low; second by Brian Osterloh. Motion carried unanimously.**