ISC Meeting Minutes

Date: January 14, 2015   Time: 1:30 p.m.   Location: ITSD - Grand Central

P	Stephanie Yara City Council	P	Peter Ambs COA, Dept. of Technology & Innovation (DTI)	A	Dr. Laurie Schatzberg UNM
P	Dr. Bernard J. Sharum Capella University	A	Clint Hubbard APD	P	John Keck Workers' Compensation Administration
P	Tim Skelton COA, Planning				

A: Absent

WHAT	WHO	TIME	AGENDUM
Housekeeping:			
Call to order	Andre O'Brien	0	**Called to order at 1:33pm.**
Roll Call	Ramona	0	
Review and Approve Agendum	Andre O'Brien	1	**Motion to approve the Agenda by Tim Skelton; second by John Keck. Motion carried unanimously.**
Review and Approve Minutes from Previous ISC Meeting	Andre O'Brien	1	Last meeting held December 10, 2014 ISC Minutes 12-10-14.pdf **Tim Skelton made a motion to approve the Minutes from December 10, 2014; second by John Keck. Motion carried unanimously.**
Public Comment			
ISC Actions	All	13	• **Balloon Museum PSC lease (Dave Mathews) - $28,532.20.** Five (5) year lease for a Ricoh MPC4503 printer/scanner/copier. Monthly cost of $210.52 ($12,631.20 total). Monthly maintenance cost of $265 ($15,900 total). Replacement of old Canon copier that will be traded in with this lease. **Motion to commence discussion by Stephanie Yara; second by Tim Skelton. Linda Oliver, Purchasing Manager for Cultural Services Dept., presented this and the second Agenda item below. There was a discussion regarding the City's Guide to Securing Network Printers and how this recently established policy relates to the commodity City Standard versus non-Standard. Call to question/motion to approve purchase by Peter Ambs; motion carried unanimously.** • **Cultural Svcs. Dept. PSC Lease (Dave Mathews) - $57,901.20.** Five (5) year lease for a Konica Minolta C554e printer/scanner/copier. Monthly cost $458.36 ($27,501.60). Monthly operating lease, services, supplies $506.66 ($30,399.60). This is a replacement for a Konica Minolta C552DS PSC that has reached the end of its lease cycle. **Reference above item. Call to question/motion to approve purchase by Peter Ambs; motion carried unanimously.** • **Shifit Wellness (Anthony J. Ortiz) - $37,985.00.** Cloud based software. Online Nutrition and exercise Improvement Program.

			Training and Other Associated Costs. ShiFit will provide all maintenance for the licenses. **Motion to commence discussion by Stephanie Yara; second by Tim Skelton. The purchase item was presented by Lisa McNichols-Gatan, Health and Wellness Program Coordinator. The program supports the department's five year strategic plan to improve employee wellness. It will be made available to 1000 employees and their spouse or domestic partner. The program has a success rate of approximately 50-75%, and involves tracking diet and exercise. The cost involves web hosting and maintenance, licenses, mobile applications, as well as program promotion, incentives, and rewards. Call to question/motion to approve purchase by Peter Ambs; motion carried unanimously.**
Standard Equipment over $25K Approved by the IT Services Manager			• **8 Toughbooks for Maintenance (Stan F. Low)** - **$27,211.04**. There will be 4 toughbooks at the Yale site and 4 toughbooks at the Daytona site, where they are in use 22 hours per day by any one of 50 mechanics. The toughbooks have software specific to each type of vehicle that the Transit department maintains. The last crop of toughbooks lasted 5 years or more. We're hopeful that this batch will last as long. • **Xerox Printer Upgrade (Andre O'Brien)** - **$34,298.28**. We are replacing the 2 Assigned to DTI – North side of hall for Applications Group and the one we have here in the South side. We are also replacing the one that is on the 8th floor for the ERP Division. The new printer/copier/fax/scanner WorkCentre's will all be the same model and have the same features. Funding is already in DTIs appropriated budget and cost savings has been estimated to be over $200 a month per device with faster printing capability and lower click charges per copy which will also lower the monthly maintenance cost component. • **POSSE Servers (Timothy C. Skelton)** - **$28,034.68**. The Planning Department will be purchasing servers for the implementation of the new permitting, inspections and case management system recently approved by Council. These servers will support this new software system. The Planning Department has been authorized to replace its current, outdated and unsupported permitting and case management software. These servers will support that effort. • **SAP Crystal Reports (Timothy R. Espinosa)** - **$156,241.23.** 20-SAP BUSINESS ANALYTICS PROF USER 10-SAP SUP RNW CUSTOM 2-SAP SUP RNW CUSTOM 1-SAP SUP RNW CUSTOM Crystal reports are used daily by several parts of the organization in order to create reports from our data bases to be used by our department for reference.
Review and Approval of Policies	All	0	
New Business		0	
Problems, Warnings, Situational Awareness, Saved Rounds?	Peter	0	**ITSD is now Department of Technology & Innovation.**
Action Items		0	
Total Time		15	**Motion to adjourn by Peter Ambs; second by Stephanie Yara. Motion carried unanimously. Meeting adjourned at approximately 1:48 PM.**