ISC Meeting Agendum

Date: August 13, 2014   Time: 1:30 p.m.   Location: ITSD - Grand Central

P	Stephanie Yara City Council	P	Peter Ambs ITSD	P	Dr. Laurie Schatzberg UNM
P	Dr. Bernard J. Sharum Capella University	P	Clint Hubbard APD		Vacant

WHAT	WHO	TIME	AGENDUM
Housekeeping:			
Call to order	Andre O'Brien	1	**Meeting was called to order at 1:31 pm.**
Roll Call	Tony	1	**Dr. Schatzberg was available by phone to review and vote on items.**
Review and Approve Agendum	Andre O'Brien	1	**Peter Ambs made a motion to approve the Minutes from the July 09, 2014 meeting. Second by Stephanie Yara; motion carried unanimously.**
Review and Approve Minutes from Previous ISC Meeting	Andre O'Brien	2	Last meeting held July 9, 2014 📄 ISC Minutes 07-09-14.pdf **Peter Ambs made a motion to approve the Minutes from the July 09, 2014 meeting. Second by Stephanie Yara; motion carried unanimously.**
Public Comment			
ISC Actions	All	10	• **APD Microsoft Office (Timothy R. Espinosa) – $428,436.80.** 1200 MS GSA Office pro plus licenses, 50 MS GSA Visio STD, and 10 MS GSA Project licenses. The police department as a whole is in need of having Microsoft Office installed on its computers. The software will streamline the work flow of officers and especially supervisors who are constantly being tasked with completing spread sheets and word documents for tracking data**.** **Motion to approve by Clint Hubbard, Peter Ambs second the motion, motion carried unanimously.** • **Two Factor Authentication (Timothy R. Espinosa) - $231,120.00.** 2000-NETMOTION 2FAONE LIC 2000-NETMOTION WIRELESS 2FAONE MNT SUP 1Y 5- NETMOTION 1-DAY REMOTE PRO SVCS 1- NETMOTION 1-DAY ONSITE PRO SVCS 2000-2FA OMNIKEY 5025 HID PROX USB READER The Police department in on a timeline to compliant with Federal mandate to have all computers be on Two Factor Authentication for all computers that are connected to law enforcement networks. This product and software will allow us to meet this requirement. Quote includes training from vendor. **Motion to approve by Clint Hubbard, Peter Ambs second the motion, motion carried unanimously.** • **XP Remediation - Mgt Tools (Chris Hollowwa) – $28,407.50.** Remote control/management of end user PCs is a key element of the Managed PC process. Bomgar is a market leading remote control tool. We have no formal tool for remote controlling end user PCs at this time. An essential aspect of managing PC is to be able to remote control PCs that are either on or off the network and operates even if a remote agent is not installed on a PC. This quote covers 3 years of

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			maintenance for the product. **Motion to approve by Stephanie Yara, Peter Ambs second the motion, motion carried unanimously.** **Fiscal copier/fax/scanner combo (Timothy R. Espinosa)** - **$27,840.00.** Lease for Xerox work Centre printer copier fax combo. The fiscal unit is in need of an upgrade for the copier/printer/fax machine. This is a vital piece of equipment for their office and a new machine will assist in their work flow. **Motion to approve by Clint Hubbard, Peter Ambs second the motion, motion carried unanimously.**
Standard Equipment over $25K Approved by the IT Services Manager			**Alamosa Community Center Computers** - Eddie V. Andujo – $29,998.00. HP ProOne 600 all-in-one, 4gb ram, 500gb hd. Newer computers to replace older ones. **Replace XP-based Point of Sale stations –** Brian A. Osterloh - $48,190.20. Replace 30 Point of Sale (Siriusware) stations running Windows XP. Windows XP is no longer supported and will become a security issue especially for PCI-DSS compliance. The machines being replaced are too old and underpowered to upgrade to Windows 7. **Library Public Computer Replacements FY15** – John F. Meier - $53,520.60. Purchase 70 Dell Computers replacing the remaining Gateway E4300 PCs at various libraries. The purchase of 70 Dell OptiPlex 3010 was approved by TRC and ISC May 14, 2014. During the approval process, Dell replaced the OptiPlex 3010 with the OptiPlex 3020 so we had to start the process over. This purchase of 70 new PCs is the last phase of a project to replace the library's old Gateway Public Access Computers. The new PCs will offer our customers the use of Windows 7 and Office 2013 where they are now using Windows XP and Office 2003. **EHD/AQP - 10 HP Z1 All-In-One Workstations** – Noah Parraz - $30,756.00 - 10 - HP Z1 Workstations - i5-3470 3.2 GHz - 4GB DDR-1600 - 2 256GB SATA. Will be used to replace XP machines out at the Westside AQP facility and Air monitoring stations throughout the City. **Library Public Computer Replacements FY15** – John Meier - $53,520.60 - Purchase 70 Dell Computers replacing the remaining Gateway E4300 PCs at various libraries. The purchase of 70 Dell OptiPlex 3010 was approved by TRC and ISC May 14, 2014. During the approval process, Dell replaced the OptiPlex 3010 with the OptiPlex 3020 so we had to start the process overThis purchase of 70 new PCs is the last phase of a project to replace the library's old Gateway Public Access Computers. The new PCs will offer our customers the use of Windows 7 and Office 2013 where they are now using Windows XP and Office 2003. **Replace XP-based Point of Sale stations** – Brian Osterloh - $48,190.20 - Replace 30 Point of Sale (Siriusware) stations running Windows XP. Windows XP is no longer supported and will become a security issue especially for PCI-DSS compliance. The machines being replaced are too old and underpowered to upgrade to Windows 7. **Alamosa Community Center Computers** – Eddie Andujo - $29,998.00 - HP ProOne 600 all-in-one, 4gb ram, 500gb hd.
Review IS Requests over $25K			
Review and Approval of Policies	All	3	**Guide to Securing Networked Printers, Scanners, Copiers, and Faxes** Request is for the addition of a security procedure for securing Multi-Functional printers (MFP). This procedure is attached to

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			the parent Information Technology Protection Policy (see attachment for review of parent policy). **Presented as informational only as this is had been approved as a procedure**.
New Business		0	
Large Project Status			
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	
Action Items		0	
Total Time		18	**Motion to adjourn by Clint Hubbard; second by Peter Ambs. Motion carried unanimously. Meeting adjourned at 1:46 pm.**