

TRC Meeting Agendum & Minutes

Date: May 05, 2011 Time: 10:00 AM

Location: ISD GRAND CENTRAL

Y	Peter Ambs ITSD	Y	Gary Anderson Senior Affairs	N	Eddie Andujo FCS	Y	Chris Framel WUA
N	Patrick Frias AVI	N	Andy Garcia Parks & Recreation	Y	Clint Hubbard APD	Y	Dave Mathews CSD
Y	John Meier CSD-Library	Y	Danny Nevarez EHD	N	Robert Nunez DMD	Y	Brian Osterloh ITSD
Y	Lt. Jeff Remington APD	N	Kyle Roth Planning	Y	Joe Saraphon (Stan Low) TRANSIT	Y	Diane Schaller ITSD
Y	Tony Schupp SWD	N	Michael Silva Animal Welfare				

WHAT	WHO	TIME	MINUTES
Housekeeping:			Next TRC Meeting is on May 19, 2011
Call to order	Diane	1	
Roll call	Tony	1	
Approval of the Agendum:	Diane	1	Brian Osterloh made a motion to approve the agendum. Mark Leech second the motion. Remaining agreed.
Review Minutes from previous TRC	All	2	Previous TRC 04-07-11: http://www.cabq.gov/isd/documents/trc_agend_minutes_april_07_2011.pdf/view Mark Leech made motion to approve previous minutes. Brian Osterloh second the motion. Remaining agreed.
Unfinished Business:	All	0	
Routine Business:	All	0	
Review TRC Request	All	20	<ul style="list-style-type: none"> Enterprise Architecture Support Services - \$25,000.00 – ITSD - Diane Schaller - Professional services contract to support the City's enterprise architecture and information technology infrastructure library (ITIL) projects. The contractor will assist in developing project documentation, updating IT policies and standards, identifying, and training enterprise architecture and ITIL domain

			<p>teams, and creating project Sharepoint sites. We will have group meetings. Departments will come in and discuss guiding principles, such as desktop end user, device management and security spam and virus protection. What is Peter’s vision? Consolidating and simplifying IT services. Reduce redundancy. Assist ERP employees with self-service i.e., AD and tailored programs for local government. Peter spoke briefly regarding how this is vital for consolidating and simplifying IT services. Services for the contractor would be four to five months. Clint Hubbard made motion to approve. Brian Osterloh second the motion. Remaining agreed.</p> <p>http://trc.cabq.gov/cityapps/trc.nsf/8178b1c14b1e9b6b8525624f0062fe9f/ef378689c571423887257880005f3e58?OpenDocument</p> <ul style="list-style-type: none"> • CABQ Envisioning Assessment - \$24,990.00 – DFAS – Art Montoya - Professional assessment of present City of Albuquerque network design. Growth and business advancements demanding an integration of components to meet the current needs of the City of Albuquerque. Want INX to do an assessment. Core Network Infrastructure, IP Telephone, Data Center. Run tests on our Network and review the over all design and security and configuration. A multi-phase approach with a better design. Clint Hubbard made motion to approve. Jeff Remington second the motion. Remaining agreed. <p>http://trc.cabq.gov/cityapps/trc.nsf/8178b1c14b1e9b6b8525624f0062fe9f/b50fe712149c88ef8725788400753c59?OpenDocument</p> <ul style="list-style-type: none"> • EHS XOOM Tablets 11.05.03 - \$10,400.00 –FCS - James W. Golden -_Motorola XOOM Tablet with Android 3 OS. Will also have Verizon data package, hard case, car charger, and QuickOffice app for read/edit of Word, Excel, PowerPoint, and PDF files. Early Head Start (EHS) program has ten (10) Family Development Facilitators (FDFs) who are required to make ~10 home visits per FDF per week throughout the City of Albuquerque. We also have two (2) Nurses who provide Initial and Follow-up health visits at homes and centers. The tablets will provide immediate access to email, resource material, and the web-based database PROMIS for recording visits while in the field. Will also be used for recruiting events to input initial applications using the database.. Various discussions regarding test pilot to ensure City Standards are met. Danny Navarez made motion to approve. John Meier second the motion. Remaining agreed. <p>http://trc.cabq.gov/cityapps/trc.nsf/8178b1c14b1e9b6b8525624f0062fe9f/672949d66291ac7987257885005c8108?OpenDocument</p>
Review and Approval of Policies, Procedures & Standards	All	5	<p>New</p> <ul style="list-style-type: none"> • None <p>Revised</p> <ul style="list-style-type: none"> • Physical Security Equipment and Software (Revised) <p>http://www.cabq.gov/isd/documents/Servers%20and%20Storage%20%20Revised.pdf Dave Mathews made motion to approve revised standards. Peter Ambs second the motion. Remaining agreed.</p> <p>Deprecated</p> <ul style="list-style-type: none"> • None

			Discussion <ul style="list-style-type: none"> • None
New Business	Various	0	None
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	None
Action Items:		0	
		30	