

## TRC Meeting Minutes

Date: August 01, 2013

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               | Hipolito Fierro                  |
| ITSD – Infrastructure and Operations Manger | Andre O'Brien                    |
| Animal Welfare                              | N/P (Michael Silva)              |
| Aviation                                    | N/P (Patrick Frias)              |
| Cultural Services                           | Dave Mathews                     |
| Cultural Services - Library                 | John Meier                       |
| Environmental Health                        | N/P (Danny Nevarez)              |
| Family and Community Services               | N/P (Eddie Andujo)               |
| DFAS – ERP                                  | Vince Quijano                    |
| DFAS – Purchasing                           | Bernadette Sandoval              |
| DFAS – Risk Management                      | N/P (Alan Gutowski)              |
| Internal Audit (non-voting)                 | Lew Witz                         |
| Municipal Development                       | N/P (Robert Nunez)               |
| Parks and Recreation                        | N/P (Timothy Martinez)           |
| Planning                                    | Tim Skelton                      |
| APD (Police)                                | Clint Hubbard, Rishma Khimji     |
| Senior Affairs                              | N/P (Gary Anderson)              |
| Solid Waste Management                      | N/P (Tony Schupp)                |
| Transit                                     | Joe Saraphon, Stan Low           |
| AFD (Fire)                                  | N/P (Cedric Dalton)              |

N/P – Not Present

| WHAT                                    | WHO   | TIME | MINUTES  |
|---|-------|------|--|
| <b>Housekeeping:</b>                    |       |      | Next TRC Meeting is on August 15, 2013   |
| Call to order                           | Andre | 1    |  |
| Rollcall                                | Tony  | 1    |  |
| <b>Approve the Agendum:</b>             | Andre | 2    | A motion was made to approve the Agendum with recommendation to remove the first item (APD's Recruiting Web page design- as it is currently not ready for review) by Brian Osterloh; Second by Andre O'Brien; motion carried unanimously.                            |
| <b>Review Minutes from Previous TRC</b> | Andre | 1    |  <p>TRC Meeting &amp; Agenda 2013-06-20.i</p> <p>There was not a motion to approve the June 20, 2013 Minutes. This item will be up for review at the August 15, 2013 Meeting.</p> |

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8/6/2013

|  |     |    |   |
|--|-----|----|---|
| <b>Unfinished Business:</b>  |     | 0  |   |
| <b>Routine Business:</b>   |     | 0  |   |
| <b>Review TRC Request</b>  | All | 8  | <p><a href="#">Landesk (Timothy R. Espinosa)</a> Rishma Khimji - Landesk Deployment Accelerator and Landesk Travel and Expenses</p> <p>Landesk is a powerful tool that will allow techs to remote into machines of officers or civilians who are not able to come to the Main for computer issues. Landesk allows a secure remote connection into a desktop and do most types of troubleshooting and repairs during the time of need. It allows the TSU to be more efficient and effective as we can help our stakeholders much quicker.</p> <p>A motion was made to approve the purchase by Brian Osterloh; Second by Andre O'Brien; motion carried unanimously.</p> |
| <b>Review and Approval of Policies, Procedures &amp; Standards</b> | All | 0  | <p><b>Policies, Procedures &amp; Standards</b></p> <ul style="list-style-type: none"> <li>• New</li> <li>• Revised</li> <li>• Retired</li> </ul> <p>No changes at this time.</p>  |
| <b>Problems, Warnings, Situational Awareness, Saved Rounds?</b>    | All | 5  | <p>Peter Ambs spoke briefly on the RFI request to provide broadband for the public. Currently this project is in the preliminary stages of promotion. He advised that he will keep the committee posted on its progress.</p>  |
| <b>Total Time</b>  |     | 18 | <p>A motion was made to adjourn the meeting by Dave Mathews; Second by Brian Osterloh; motion carried unanimously.</p>  |