


TRC Meeting Agendum & Minutes

Date: May 02, 2013 Time: 10:00AM Location: ITSD GRAND CENTRAL

Member	Person Representing (print name)
ITSD – Division Manager	Peter Ambs
ITSD – Application Manager	Brian Osterloh
ITSD – Communications Manager	Paul Chapman for Polo Fierro
ITSD – Infrastructure and Operations Manger	Andre O’Brien
Animal Welfare	
Aviation	
Cultural Services	Dave Mathews
Cultural Services - Library	John Meier
Environmental Health	Danny Nevarez
Family and community Services	
DFAS – ERP	Vince Quijano
DFAS – Purchasing	Bernadette Sandoval
DFAS – Risk Management	
Internal Audit	Lew Witz
Municipal Development	
Parks and Recreation	
Planning	Tim Skelton
Police	Clint Hubbard
Senior Affairs	
Solid Waste Management	
Transit	Joe Saraphon
Water authority	

WHAT	WHO	TIME	MINUTES
Housekeeping:			Next TRC Meeting is on May 16, 2013

Call to order	Andre	1	
Rollcall	Tony	1	
Approve of the Agendum:	Andre	2	Clint Hubbard made a motion to approve the agendum. John Meier second the motion. Remaining agreed.
Review Minutes from Previous TRC	Andre	1	<p>04/18/2013 -Cancelled. No items to review.</p>  <p>TRC Agenda 2013-04-04.pdf</p> <p>John Meier made a motion to approve the agendum. Brian Osterloh second the motion. Remaining agreed.</p>
Unfinished Business:		0	
Routine Business:		0	
Review TRC Request	All	0	
Review and Approval of Policies, Procedures & Standards	All	35	<p>Policies, Procedures & Standards</p> <p>New</p> <ul style="list-style-type: none"> • Data Management • Patch and Vulnerability Management • BYOD - Policy <p>Revised</p> <ul style="list-style-type: none"> • Email data • Information Technology Protection - Policy • User ID • Security Incident Response - Policy • Security Incident Reporting • Information Technology Protection <p>Retired</p> <ul style="list-style-type: none"> • Microsoft Windows and Security Updates

			<ul style="list-style-type: none"> • Anti-Virus • Computer Abuse and Reporting response-Definitions • User ID Security Policy Exceptions • Standard User Id Security Exceptions • E-mail messaging size <p>http://sharepoint.cabq.gov/dfas/isd/itil/Policies/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fdfas%2fisd%2fitil%2fPolicies%2fShared%20Documents%2fPolicies&FolderCTID=&View={B5B872C3-ECAA-43BE-9277-68272AFD9FD5}</p> <p>Clint Hubbard made a motion to approve with this amendment to the standard (“Incident Manager—a City management lever Department staff member assigned by the CIO or designee.”) updates to the Computer Security Incident Policy. Dave Mathews second the motion. Remaining agreed.</p> <p>Clint Hubbard made a motion to approve updates to the BYOD Standard. John Meier second the motion. Remaining agreed.</p> <p>John Meier made a motion to approve the remaining new, revised and retired updates Standards and Policies with this amendment (remove this sentence from email data “Windows XP offers file compression to a ZIP file) as a whole. Danny Nevarez second the motion. Remaining agreed.</p>
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	<p>2014-This advisory is a reminder that Microsoft Windows XP (including all Service Packs) and Microsoft Office 2003 will reach the end of their product life cycles on April 8, 2014. As a result, Microsoft will no longer provide security updates, hot fixes, or technical support for these products.</p> <p>SYSTEMS AFFECTED:</p> <ul style="list-style-type: none"> • Microsoft Windows XP (All versions)

			• Microsoft Office 2003 (All versions)
Total Time		45	