

## TRC Meeting Minutes

Date: April 21, 2016

Time: 10:00 AM

Location: DTI GRAND CENTRAL, Room 205

Member	Person Representing (print name)
DTI – Director/CIO	Peter Ambs
DTI – Application Manager	Brian Osterloh
DTI – Communications Manager	Hipolito Fierro
DTI – Infrastructure and Operations Manager	Andre O’Brien N/P
DTI – ERP	Andrea Romero
DTI – APD	Mark Leech N/P
AFD	Kris Romero, and Ralph Waddles
Animal Welfare	Jim Ludwick
Aviation	Patrick Frias N/P
Cultural Services	Dave Mathews
Cultural Services - Library	John Meier N/P
Environmental Health	Noah Parraz N/P
Family and Community Services	Eddie Andujo N/P
DFAS – Purchasing	Rebbekka Tynan
DFAS – Risk Management	Alan Gutowski N/P
Internal Audit	Lew Witz N/P
Municipal Development	Robert Nunez N/P
Parks and Recreation	Matthew Whelan
Planning	Darryn Phillips
Senior Affairs	Gary Anderson N/P
Solid Waste Management	Tony Schupp N/P
Transit	Ron Dupuy

WHAT	WHO	TIME	AGENDA
<b>Housekeeping:</b>			<b>Next TRC Meeting is on May 5, 2016.</b>
Call to order	Brian Osterloh	0	<b>Meeting was called to order at 10:08am, by Brian Osterloh.</b>
Roll call	Sylvia Martinez	0	<b>There was a quorum.</b>
<b>Approve of the Agendum:</b>	Brian Osterloh		<b>Motion to approve the Agenda by Paul Chapman; second by Dave Mathews. Motion carried unanimously.</b>
<b>Review Minutes from Previous TRC</b>	Brian Osterloh	1	Last meeting was held on April 7, 2016. See attached Meeting Minutes. <b>Motion to approve Minutes for April 7, 2016 by Jim Ludwick; second by Paul Chapman</b>
<b>Routine Business:</b>		0	
<b>Review TRC Request</b>	All	5	<u><a href="#">RecycleCoach software (Brian A. Osterloh)</a></u> , \$18,315.59. <ul style="list-style-type: none"> <li>Utilize RecycleCoach software to increase awareness and adoption of recycling</li> <li>SWMD has a public-private partnership for collection and disposition of recycled goods. This software is intended to</li> </ul>

			<p>provide an easily accessed and updated tool for communicating information recycling specifically and solid waste generally.</p> <ul style="list-style-type: none"> <li>• SWMD will provide and maintain content for the software. Existing resources will be used for ongoing maintenance, training, and costs.</li> <li>• Efficacy of the software will be monitored to determine if recycling volume and participation increase as a result of its use.</li> </ul> <p><b>Motion to commence discussion by Brian Osterloh; second by Peter Ambs.</b>  <b>Brian Osterloh provided justification and the benefits for the purchase of the requested item and answered questions from the Committee. Call to question/motion to approve purchase by Brian Osterloh; second by Dave Mathews. Motion carried unanimously.</b>  <u><a href="#">Tableau Desktop Licenses (Brian A. Osterloh)</a></u>, \$10,953.43.</p> <ul style="list-style-type: none"> <li>• Purchase Tableau desktop licenses to support growing use of data visualization for management of City services.</li> <li>• City services are data rich and growing more so each year. Managers and directors want data visualization capabilities to mine that data and provide insight for managerial decisions. Tableau desktop software provides a relatively easy entry to data visualization with powerful capabilities.</li> <li>• Maintenance fees, training, and deployment will be provided using existing resources and funding.</li> <li>• Increased ability to visually present and analyze data.</li> </ul> <p><b>Motion to commence discussion by Dave Mathews; second by Brian Osterloh.</b>  <b>Brian Osterloh presented the item to the Committee, and answered questions. Call to question/motion to approve by Peter Ambs; motion carried unanimously.</b></p>
<b>Review and Approval of Policies, Procedures &amp; Standards</b>	All	0	
<b>Problems, Warnings, Situational Awareness, Saved Rounds?</b>	All	0	
<b>Total Time</b>		16 Min.	<b>Motion to adjourn by Brian Osterloh; second by Jim Ludwick. Motion carried unanimously at 10:24 am.</b>