# *ISC Meeting Minutes*

Date: April 9, 2014                    Time: 1:30 p.m.                    Location: ITSD - Grand Central

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

P – Present; A – Absent

| WHAT | WHO | TIME | |
|---|---|---|---|
| **Housekeeping:** | | | |
| **Call to order** | Andre O'Brien | 1 | **Meeting was called to order at 1:35 pm.** |
| **Roll Call** | Ramona | 1 | |
| **Review and Approve Agendum** | Andre O'Brien | 1 | **Stephanie Yara made a motion to approve the Agendum; second by Clint Hubbard. Motion carried unanimously.** |
| **Review and Approve Minutes from Previous ISC Meeting** | Andre O'Brien | 2 | Last meeting held: March 12, 2014 – <br><br>📄 PDF<br>ISC Minutes 03-12-14.pdf<br><br>**Clint Hubbard made a motion to approve the Minutes from the March 12, 2014 meeting. Second by Stephanie Yara. Motion carried unanimously.** |
| **Public Comment** | | 0 | |
| **ISC Actions** | | 15 | • **Test Equipment Replacement** - James A. Beaudet - $61,552.88 - Replace two Communication Service Monitors. Existing service monitors were purchased at the time the EDACS radio systems were installed in 1998. The existing Service Monitors are unsupported and can't be calibrated.<br>**Motion to commence discussion by Clint Hubbard; second by Stephanie Yara. James Beaudet described the purchase request items. Motion to approve the purchase by Stephanie Yara; second by Peter Ambs. Motion carried unanimously.**<br>• **WebEOC** - Timothy R. Espinosa - $168,219.50 - WebEOC professional Standard Edition and cost for planning, training, implementation, travel and per diem. Provides specialized tools for managing crisis information and emergency response. It can be used to manage any and all events, agencies, and organizations. WebEOC includes a default set of boards and plug-ins that enable any agency to begin using it almost immediately. An agency can use any or all of the boards as-is or build an unlimited number of boards and forms tailored to local requirements. Within the context of WebEOC, a board is an electronic display that allows you to transmit and share information in real-time |

| | | | among other WebEOC users. WebEOC boards are the equivalent of large, chronological, or topical paper-based boards that, for years, dominated every EOC and command center around the world. |
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| | | | **Motion to commence discussion by Clint Hubbard; second by Stephanie Yara.  Brian Osterloh presented on behalf of Roger Ebner, Director of the Office of Emergency Management. Primary funding will come from CIP and Grant; recurring support costs will be covered by APD.  Call to question/motion for approval of the purchase by Clint Hubbard; motion carried unanimously.** |
| | | | • **XP Remediation** – Chris Hollowwa - $1,459,585.10. Microsoft's Windows XP operating system will not be supported after April 8, 2014. At least 1,400 PCs in use at the City of Albuquerque will need to be replaced.  The end of support for Windows XP poses a significant security risk to the City as no security patches will be provided after the 4/8/14 date. |
| | | | **Motion to commence discussion by Clint Hubbard; second by Stephanie Yara.  Chris Hollowwa reviewed the Managed Desktop Program necessity and process, including vendor selection and agreement, as part of the 2014 I/T Plan. Subsequent questions from the Committee were discussed. Call to question/motion for approval of purchase by Clint Hubbard; motion carried unanimously.** |
| | | | • **Enterprise AutoCad** – Robert A. Nunez - $27,610.96. DMD and Planning have a business need to utilize AutoCad for in-house design and construction.  DMD and Planning interact with many consultants utilizing AutoCad as their basic platform for design. Over the course of years, CABQ buys one license at a time and the software quickly becomes obsolete. This enterprise license will allow CABQ to have and maintain a current version of AutoCad for up to (4) concurrent users.  $3,266.56 annual maintenance. |
| | | | **Motion to commence discussion by Clint Hubbard; second by Stephanie Yara.  Robert Nunez provided a description of the purchase item and answered questions from the Committee. The 'Infrastructure Suite' package will include several sub-products; cost will be shared by DMD and Planning from Capital and General funds.  Call to question/motion for approval of purchase by Peter Ambs; motion carried unanimously.** |
| **Standard Equipment over $25K Approved by the IT Services Manager** | | 0 | • **Real Time Crime Center Video Trailer** – Timothy R. Espinosa - $90,970.00 - The real time crime center is tasked with providing real time data to officers who are out on patrol. Part of the real time data is video feeds from throughout the city. Having mobile video trailers would greatly help the community because they will be able to be |

| | | | placed in areas that the city does not have cameras especially areas that are having problems.<br>• **Loadbalancer for Exchange** – Andre O'Brien - $79,509.34 - Currently ITSD has a virtual F5 WAF at 200Mb. All the exchange 2010 data must go through this one device. This includes all Mobile and Desktop clients. Currently the Mobile clients, at peak, use around 300Mb bandwidth. The F5 has capacity for 20,000 concurrent connection, based on the current load there will be a peak load of around 10,000 concurrent connections.<br>• **Retrofit network at Yale with Cisco equipment** – Stan F. Low – 30,000.00 - This project is to upgrade the network in the Yale Transit Center where administrative staff will be moving. The Yale Transit Center was last occupied by a full complement of administrative staff many years ago. Current networking at that location in not POE (not compliant with the needs of IP phone systems) and substandard cabling and switches. This project uses all Cisco equipment recommended by the ITSD Networking group. This move will allow Yale to become a more functional and useful office environment. It uses all Cisco equipment as recommended by the ITSD Networking group, and adopted by the TRC as standards.<br>• **Museum - TMS Upgrade** – Dave Mathews - $33.000.00 - Upgrading The Museum System (TMS) collection database software from Windows XP version to latest version. TMS is a critical database for collection recording and maintenance at the Albuquerque Museum and Balloon Museum. The current version of TMS in use at these facilities is not compatible with Windows 7 or 8. Upgrade will get TMS to beyond Windows XP. The product is proprietary to the vendor, Gallery Systems. |
| **New Business** | | 0 | |
| **Review IS Requests over $25K** | All | 0 | |
| **Review and Approval of Policies** | All | 0 | |
| **Other New Business** | | | |
| **Large Project Status** | | | |
| **Unfinished Business** | | | |
| **Problems, Warnings, Situational Awareness, Saved Rounds?** | All | 0 | |
| **Action Items** | | 0 | |
| **Total Time** | | 20 | **Motion to adjourn by Peter Ambs; second by Clint Hubbard. Motion carried unanimously.** |