

ISC Meeting Minutes


Date: May 14, 2014

Time: 1:30 p.m.

Location: ITSD - Grand Central

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

P – Present; A – Absent

WHAT	WHO	TIME	AGENDUM
Housekeeping:			
Call to order	Andre O'Brien	1	Meeting was called to order at 1:33 pm.
Roll Call	Ramona	1	
Review and Approve Agendum	Andre O'Brien	1	Peter Ambs made a motion to amend the Agendum to include one additional item for review and approval – the XP Remediation project – Nessus, as well as the addition of three Standard items over \$25K. Second by Laurie Schatzberg. Motion carried unanimously.
Review and Approve Minutes from Previous ISC Meeting	Andre O'Brien	1	<p>Last meeting held: April 9, 2014</p> <div style="text-align: center;">  ISC Minutes 04-09-14.pdf </div> <p>Bernard Sharum made a motion to approve the Minutes from the April 09, 2014 meeting. Second by Peter Ambs. Motion carried unanimously.</p>
Public Comment			
ISC Actions	All	8	<ul style="list-style-type: none"> • <u>XP Remediation - Management Tools</u> – Chris Hollowwa - \$130,551.01. As part of the XP Remediation effort, management and security tools are needed to protect the organization's PCs – especially Windows XP systems – before they can be replaced. The Tipping Point IDS/IPS offers special protection for Windows XP systems. The XP remediation initiative request was approved by previous TRC/ISC reviews (4/3 & 4/9). Microsoft has curtailed the support and patching for the Windows XP desktop operating system. The City still has quite a few XP systems in operation. This initiative will replace all XP systems in the organization and protect those XP systems until they can be replaced. Motion to commence discussion by Laurie Schatzberg; second by Bernard Sharum. A brief explanation of the purchase request was given by Chris Hollowwa. Call to question/motion for approval of the purchase by Clint Hubbard; motion carried unanimously. • <u>XP Remediation - Mgt Tools (Nessus) SecurityCenter Continuous View 500 IPs, Tenable Network Security; 1-year Maintenance (x3)</u> – Chris Hollowwa – \$26,262.42. As part of the XP Remediation effort, management and security

			<p>tools are needed to protect the organization's PC--especially Windows XP systems before they can be replaced. This request was approved by previous TRC/ISC reviews (4/3 & 4/9) as part of the overall XP remediation initiative. MAINTENANCE, TRAINING, AND OTHER ASSOCIATED COSTS: Is included in the quote for a 3-year period.</p> <p>Motion to commence discussion by Laurie Schatzberg; second by Peter Ambs. Call to question/motion for approval of purchase by Peter Ambs; motion carried unanimously.</p> <ul style="list-style-type: none"> • Crime Lab Gene Mapper - Timothy R. Espinosa - \$91,800.00. GeneMapper ID-X Software Package. In a DNA laboratory, forensic analysts are tasked with the job of interpreting mixture results. With the advances in software, interpretation tools for forensic DNA casework, rule firings, and algorithms can be used to ensure consistency in interpretation from analyst to analyst. By incorporating the GeneMapper ID-X software into the workflow, analysts can evaluate mixture data more consistently within a laboratory. <p>Motion to commence discussion by Clint Hubbard; second by Peter Ambs. Explanation of the purchase item function and necessity was provided. Call to question/motion for approval of the purchase by Clint Hubbard; motion carried unanimously.</p>
<p>Review IS Requests over \$25K (Non-standard)</p>		<p>2</p>	<ul style="list-style-type: none"> • Library Public Computers FY14 Last Phase – John F. Meier – \$66,400.58 - Purchase 78 Dell Computers replacing the remaining Gateway E4300 PCs at various libraries. This purchase of 78 new PCs is the last phase of a project to replace the library’s old Gateway Public Access Computers. The new PCs will offer our customers the use of Windows 7 and Office 2013 where they are now using Windows XP and Office 2003. Five Year Warranty. Library IT Staff will install and maintain equipment. <p>Motion to commence discussion by Bernard Sharum; second by Laurie Schatzberg. John Meier expressed this is the final round of computer purchases to replace the outdated ones at the various library branches. The Library system is utilizing Dell, although not the City recommended standard, in order to remain consistent with the prior Dell purchases. These will not be on the City’s Active Directory, and will not be supported by City ITSD. Call to question/motion for approval of the purchase by Peter Ambs; motion carried unanimously.</p>
<p>Standard Equipment over \$25K Approved by the IT Services Manager</p>			<ul style="list-style-type: none"> • Membership ID Card Printers – Gary Anderson - \$26,887.41. This request is for Photo ID Card printers that integrate with our existing Siriusware POS System. This hardware will allow DSA to produce Senior Membership cards for our clients. Our existing Multicard Sytem reached end of life in July 2013 and must be replaced. This new system will integrate with our existing POS system and also maintain compatibility with the existing SAMS system. • DSA - CASA Site Security Cameras – Gary Anderson - \$31,872.28. This request is for additional security cameras for the DSA - CASA - Nutrition Site. This system will provide additional physical security for this site. MAINTENANCE, TRAINING, AND OTHER ASSOCIATED COSTS: Provided

by the vendor.

- **Communications laptops/ipads** – Timothy Espinosa - \$30,464.41.
4 HP probooks
4 HP probook docking stations
15 HP pro Desktops
15 Planar monitors
10 iPad airs
10 Kensington KeyFolio keyboards
19 Microsoft office licenses
This is an upgrade to current equipment used at the communications centers that is between 3 and 7 years old
- **Bus Two-Way Communication Radios** - Narong J. Saraphon - \$67,375.00. This TRC request falls under the current Information Technology Policies and Standards titled "Public Safety Voice Radio System". The Transit Department purchased 21 new buses. The bus purchase did not include radios. These radios will be installed onto new buses. Two-way radio communication is required by the Transit Department for safe operation.
The Transit Department and the City's Radio Communications surveyed the feasibility of migrating existing radios from old buses that will be decommissioned to these new buses. The consensus is that spare parts are no longer available for the old radios. They can no longer be supported by the City's Radio Communications staff. In addition, the older radios are at end-of-life. Four spare sets of radios and associated parts are included with this purchase. These spares will help with an efficient turn-around for repairs.
- **Door access and security system at Yale** – Stan F. Low - \$34,502.47. Using all commodities as defined by the TRC, install security cameras around and in the IT wing of the Yale facility and install proximity card readers at doors into and out of that wing. As the Yale facility becomes more populated, we will follow the model established at the Alvarado Transportation Center. We want to install the equivalent camera system at Yale, so that it is accessible from the ATC. The same approach will be taken with the door access. The project uses CCure and DVTel, both commodities. Video captured at Yale is stored locally, and only streamed across the network to ATC when necessary.
- **Mobile Surveillance Trailer** – Timothy Espinosa - \$48,317.60. One 4-camera Mobile Surveillance Unit, hardware and software package, professional services labor and training. The real time crime center is tasked with providing real time data to officers working in the field. The mobile surveillance trailer will be used to put in areas of high number of incidents or target specific areas. The trailer will be connected to the Real Time Crime centers video network and will be able to be viewed in real time by operators. The information then can be transmitted to officers in the field.
- **Copier Lease** – Michael Silva - \$37,440.00. Lease of two new Xerox W7845P color copiers with copy/print/scan/fax

			<p>capability with office finisher and 3-hole punch. Both copiers are network-ready. Current lease for our two WC7345P copiers is approaching expiration at the end of June, 2014. A new lease for two new copiers is desired, which will also reduce the monthly cost of the lease.</p> <ul style="list-style-type: none"> • <u>portable radios-Harris</u> – Cedric O. Dalton - \$331,841.25. P5500 series portable radios. This is standard equipment upgrade for AFD-communication devices. Replacement of aging models and radio shop compliant. • <u>EA Office Pro 2010 Licenses for DMD</u> – Jeanne M. Tunell - \$46,577.90. Annual payment, 3 of 3 for MS Office 2010 Pro licenses for use by the department. Needed to upgrade MS Office Version to meet software compatibility demands. • <u>Biopark Camera System</u> – Robert D. Henderson - \$153,126.52. The Biopark is installing approx. 40 cameras with archiving servers for security purposes. The Biopark has no cameras and they are needed to monitor cashiers and parking lot areas to better protect our personnel and city resources. SCI will install and train staff. Equipment will be maintained by Biopark and City ISTD personnel; Biopark will work with DMD security for card key access, and with ITSD to minimize impact to City networking.
Review and Approval of Policies	All	0	
New Business		0	
Large Project Status			
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	
Action Items		0	
Total Time		14	Motion to adjourn by Laurie Schatzberg. Second by Bernard Sharum; motion carried unanimously. Meeting adjourned at 1:50 pm.