TRC Meeting Minutes Date: February 20, 2014

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	Polo Fierro
ITSD – Infrastructure and Operations Manger	Andre O'Brien
Animal Welfare	N/P Michael Silva
Aviation	N/P Pat Frias
Cultural Services	Dave Mathews
Cultural Services – Library	John Meyer
Environmental Health	N/P Danny Nevarez
Family and Community Services	David Sickles (proxy for Eddie Andujo)
DFAS – ERP	Vince Quijano
DFAS – Purchasing	N/P Cheryl Vigil
DFAS – Risk Management	N/P Alan Gutowski
Internal Audit (non-voting)	N/P Lew Witz
Municipal Development	Robert Nunez
Parks and Recreation	N/P Tim Martinez
Planning	N/P Tim Skelton
Police	Clint Hubbard, Tim Espinosa
Senior Affairs	N/P Gary Anderson
Solid Waste Management	
Transit	Stan Low, Joe Saraphon
Fire	Cedric Dalton

WHAT	WHO	TIME	AGENDA
Housekeeping:			Next TRC Meeting is on March 6, 2014
Call to order	Andre	1	
Roll call	Ramona	1	There was a quorum.
Approve of the Agendum:	Andre	1	Motion to approve the Agendum by Joe Saraphon; second by Peter Ambs. Motion carried unanimously.
Review Minutes from Previous TRC	Andre	2	TRC 2014-01-02_Minutes. Last meeting held 01/02/2014 Motion to approve the Minutes for January 2, 2014 by Joe Saraphon; second by Dave Mathews. Motion carried unanimously.
Unfinished Business:		0	
Routine Business:		0	

Review TRC Request	All	5	Panasonic software deployment – Timothy R. Espinosa - \$24,725.00 - daily consulting and travel for Panasonic deployment team. This contract is to minimize deployment challenges and remove the burden of image development so that IT can focus on higher priorities. This will include discovery, design, build, testing and implementation phases. Also imaging, networking, software development and field engineering services will be included. Tim Espinosa discussed the purchase request and
			answered questions from the committee. Call to question and approval of purchase by Andre O'Brien. Motion carried unanimously.
Review and Approval of Policies, Procedures & Standards	All	0	Policies, Procedures & Standards New Revised: Retired
Problems, Warnings, Situational Awareness, Saved Rounds?	All	5	Peter gave an update on the Windows 7 licensing and Exchange 2010 upgrades.
Total Time		15	