## TRC Meeting Minutes Date: January 2, 2014

Date: January 2, 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	Paul Chapman (proxy for Polo Fierro)
ITSD – Infrastructure and Operations Manger	Andre O'Brien
Animal Welfare	Michael Silva
Aviation	Pat Frias
Cultural Services	Dave Mathews
Cultural Services – Library	N/P John Meier
Environmental Health	Danny Nevarez
Family and Community Services	N/P Eddie Andujo
DFAS – ERP	Dave Piersol (proxy for Vince Quijano)
DFAS – Purchasing	Cheryl Vigil
DFAS – Risk Management	N/P (Alan Gutowski)
Internal Audit (non-voting)	N/P (Lew Witz)
Municipal Development	
Parks and Recreation	Tim Martinez
Planning	N/P (Tim Skelton)
Police	Clint Hubbard; Tim Espinosa
Senior Affairs	N/P (Gary Anderson)
Solid Waste Management	
Transit	Joe Saraphon
Fire	

N/P - Absent

WHAT	WHO	TIME	AGENDA
Housekeeping:			Next TRC Meeting is on January 16 <sup>th</sup> , 2014
Call to order	Andre	1	
Roll call	Ramona	1	There was a quorum.
Approve of the Agendum:	Andre	1	Joe Saraphon made a motion to approve the agenda. Second by Dave Mathews. Motion carried unanimously.
Review Minutes from Previous TRC	Andre	2	TRC 2013-12-19_Minutes.pdf Last meeting held 12/19/2013 Dave Mathews made a motion to approve the Minutes for December 19, 2013. Second by Joe Saraphon. Motion carried unanimously.
Unfinished Business:		0	
Routine Business:		0	

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Review TRC Request	All	5	<ul> <li><u>Communications copier/printer upgrade</u> (<u>Timothy R. Espinosa</u>) - \$16,923.00 - 1 Konica Minolta C554 plus attachments. Communications is in need of an upgraded printer/copier.</li> <li><u>Tim Espinosa discussed the purchase request and</u> answered questions from the committee. Clint Hubbard made a motion to approve the purchase. Second by Joe Saraphon. Motion carried unanimously.</li> </ul>
Review and Approval of Policies, Procedures & Standards Problems, Warnings, Situational	All All	0	<ul> <li>Policies, Procedures &amp; Standards <ul> <li>New</li> <li>Revised:</li> <li>Retired</li> </ul> </li> <li>Motion to adjourn by Dave Mathews. Second by Joe Saraphon. Motion carried unanimously.</li> </ul>
Awareness, Saved Rounds? Total Time		10	