

ISC Meeting Agendum & Minutes

Date: June 13, 2007 Time: 1:30 PM

Location: ISD Grand Central

Y	Jerry Esch Sandia National Lab 845-8526 <a href="mailto:Glesch@sandia.gov">Glesch@sandia.gov</a> 02/07/08 Term	Y	Clint Hubbard Chief Information Officer, ISD 768-2926 <a href="mailto:chubbard@cabq.gov">chubbard@cabq.gov</a> 02/07/08 Term	Y	Frank Roth City Council 768-2511 <a href="mailto:froth@cabq.gov">froth@cabq.gov</a> 02/20/05 Term
Y	Gail Reese Chief Financial Officer 768-3044 <a href="mailto:greese@cabq.gov">greese@cabq.gov</a> 02/07/08 Term	N	Ed Adams Chief Operating Officer 768-3000 <a href="mailto:eadams@cabq.gov">eadams@cabq.gov</a> 05/16/08 Term	N	Moira Gerety UNM 277-0752 <a href="mailto:mcgerety@unm.edu">mcgerety@unm.edu</a> 01/09/09 Term
Y	C. Griffin Newcomb PNM 241-0818 <a href="mailto:grif.newcomb@pnmresources.com">grif.newcomb@pnmresources.com</a> 01/21/07 Term				

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<b>Housekeeping:</b>			
Call to order	Gail Reese		
Rollcall	Misty		Next meeting scheduled to be <b>July 11, 2007</b>
Review and Approve Agendum	Gail Reese		
Review and Approve Minutes from Previous Meeting	Gail Reese	1	(Minutes were emailed for review by committee) - <b>APPROVED</b>
<b>Public Comment:</b>		0	
<b>New Business:</b>		0	•
<b>Large Projects for Review:</b>		0	

**TRC Actions and Members Present:**

3

**Date: May 17, 2007 Time: 10:00 AM**

- PowerDMS Purchase for APD - \$19,250.00 – Joanna Hamman - POLICE – **Jones made motion to APPROVE, VanPelt 2<sup>nd</sup>, remaining agreed.**
- ACL - \$15,585.80 – Alan R. Gutowski – INTERNAL AUDIT – **Nevarez made motion to APPROVE, Nunez 2<sup>nd</sup>, remaining agreed.** (Provided that Internal Audit work closely with ISD to ensure system/databases are appropriately set up and queries do not impact the city network.) **Forward to ISC for briefing.**
- Hardware and software purchase - \$18,115.00 – Danny S. Nevarez – ENVIRONMENTAL HEALTH – **Nunez made motion to APPROVE, Nevarez 2<sup>nd</sup>, remaining agreed.**
- MCMS Tracking Software Purchase - \$9,975.00 – Danny S. Nevarez – ENVIRONMENTAL HEALTH – **Jones made motion to APPROVE, Nevarez 2<sup>nd</sup>, remaining agreed.**
- EagleNet Fiber - \$735,000.00 – Patrick V. Frias – AVIATION – **VanPelt made motion to APPROVE, Nunez 2<sup>nd</sup>, remaining agreed.** "The purchase for installation of City standard fiber and equipment on City property and between buildings on City property is approved. ISD will pursue leasing a data T-1 (provisioned for internet) and a voice T-1 for use at the new Eclipse Training building to be occupied 1 Aug 07 (this will include an activation date - we have ask for 29 Jun 07). Aviation and ISD will continue to coordinate with Eclipse to get required capabilities/capacities of the Training building."

**Forward to ISC.**

Policies, Procedures & Standards (<http://mesa.cabq.gov/policy.nsf>)-

**New Policies, Procedures, Standards, Guidelines:**

- None

**Revised Policies, Procedures, Standards and Guidelines:**

- [Technical Review Committee Membership](#) (Standard – General) - VanPelt made motion to **APPROVE**, Nunez 2<sup>nd</sup>, remaining agreed

**CONSENT AGENDA:**

- None

Y	Clint Hubbard ISD 768-2926	Y	Diane Schaller ISD 768-2816	Y	Dan Jones ISD 768-2955
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	<a href="mailto:chubbard@cabq.gov">chubbard@cabq.gov</a>		<a href="mailto:dschaller@cabq.gov">dschaller@cabq.gov</a>		<a href="mailto:djones@cabq.gov">djones@cabq.gov</a>
Y	Dane VanPelt ISD 768-2797 <a href="mailto:vanpelt@cabq.gov">vanpelt@cabq.gov</a>	Y	Brian Osterloh ISD 768-2922 <a href="mailto:bosterloh@cabq.gov">bosterloh@cabq.gov</a>	Y	Patrick Frias AVI 244-7791 <a href="mailto:pfrias@cabq.gov">pfrias@cabq.gov</a>
Y	Robert Nunez DMD 768-2957 <a href="mailto:rnunez@cabq.gov">rnunez@cabq.gov</a>	Y	David Depies APD 768-2435 <a href="mailto:ddepies@cabq.gov">ddepies@cabq.gov</a>	Y	Tony Schupp SWD 761-8130 <a href="mailto:tschupp@cabq.gov">tschupp@cabq.gov</a>
N	Joe Saraphon TRANSIT 724-3113 <a href="mailto:saraphon@cabq.gov">saraphon@cabq.gov</a>	N	Chris Framel WUA 768-2907 <a href="mailto:cframel@cabq.gov">cframel@cabq.gov</a>	Y	Danny Nevarez EHD 768-2639 <a href="mailto:dnevarez@cabq.gov">dnevarez@cabq.gov</a>
Y	Mickey Fehr BIO 764-6237 <a href="mailto:mfehr@cabq.gov">mfehr@cabq.gov</a>	Y	Gary Anderson Senior Affairs 764-6454 <a href="mailto:Ganderson@cabq.gov">Ganderson@cabq.gov</a>	N	Kyle Roth Planning 924-3873 <a href="mailto:kroth@cabq.gov">kroth@cabq.gov</a>

**Date: June 7, 2007 Time: 10:00 AM**

- FIRE – Jessie Molina – Generic E-mail Account - We (Albuquerque Fire Department) are requesting an email account for our on duty technicians to receive technical requests via Blackberry email as (AFD Tech). Currently our technical division receives technical requests via Microsoft Outlook. - **VanPelt made motion to APPROVE, Nevarez 2<sup>nd</sup>, remaining agreed.**
- Sydion Patient Tracking Units - \$21,892.75 – Danny S. Nevarez – ENVIRONMENTAL HEALTH - **Nevarez made motion to APPROVE, Nunez 2<sup>nd</sup>, remaining agreed.** EHD (Danny Nevarez) will coordinate to get an end device to test with a Cisco Access Point (to be quoted, recommended and provided by Network Group). The connection uses a Verizon card in a laptop that will use VPN for City network connectivity. The access point will be connected directly to the laptop and the wireless devices will connect through the AP.
- Application Deployment - \$17,409.16 – George R. White – FINANCE & ADMINISTRATIVE SERVICES - **VanPelt made motion to APPROVE, Bell 2<sup>nd</sup>, remaining agreed.**
- CRM Helpdesk Planning and Analysis - \$24,000.00 – Brian A. Osterloh – FINANCE & ADMINISTRATIVE SERVICES – **Bell made motion to APPROVE, Framel 2<sup>nd</sup>, remaining agreed.**

Policies, Procedures & Standards (<http://mesa.cabq.gov/policy.nsf/>)-

**New Policies, Procedures, Standards, Guidelines:**

None

**Revised Policies, Procedures, Standards and Guidelines:**

- [Unsolicited Commercial/Bulk E-Mail \(Revised\)](#) (Policy – General) – **Framel made motion to APPROVE, Nevarez 2<sup>nd</sup>, remaining agreed.**
- [Technical Review Committee Membership \(Revised\)](#) (Standard – General) - **Schaller made motion to APPROVE, VanPelt 2<sup>nd</sup>, remaining agreed.**
- [Servers \(Revised\)](#) (Standard – Hardware/Software) **Bell made motion to DEFER, Schupp 2<sup>nd</sup>, remaining agreed.**
- [Enterprise Applications \(Revised\)](#) (Standard – Hardware/Software) – **Nevarez made motion to APPROVE, Schaller 2<sup>nd</sup>, remaining agreed.**
- [On-line Procurement Vendors \(Revised\)](#) (Hardware/Software – Standard) - **VanPelt made motion to APPROVE, Nevarez 2<sup>nd</sup>, remaining agreed.**

**CONSENT AGENDA:**

None

Y	Clint Hubbard ISD 768-2926 <a href="mailto:chubbard@cabq.gov">chubbard@cabq.gov</a>	Y	Diane Schaller ISD 768-2816 <a href="mailto:dschaller@cabq.gov">dschaller@cabq.gov</a>	Y	Rick Bell for Dan Jones ISD 768-2955 <a href="mailto:djones@cabq.gov">djones@cabq.gov</a>
Y	Dane VanPelt ISD 768-2797 <a href="mailto:vanpelt@cabq.gov">vanpelt@cabq.gov</a>	Y	Brian Osterloh ISD 768-2922 <a href="mailto:bosterloh@cabq.gov">bosterloh@cabq.gov</a>	N	Patrick Frias AVI 244-7791 <a href="mailto:pfrias@cabq.gov">pfrias@cabq.gov</a>
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Y	Joe Saraphon TRANSIT 724-3113 <a href="mailto:saraphon@cabq.gov">saraphon@cabq.gov</a>	Y	Chris Framel WUA 768-2907 <a href="mailto:cframel@cabq.gov">cframel@cabq.gov</a>	Y	Danny Nevarez EHD 768-2639 <a href="mailto:dnevarez@cabq.gov">dnevarez@cabq.gov</a>
Y	Mickey Fehr CSD-BioPark 764-6237 <a href="mailto:mfehr@cabq.gov">mfehr@cabq.gov</a>	N	Gary Anderson Senior Affairs 764-6454 <a href="mailto:Ganderson@cabq.gov">Ganderson@cabq.gov</a>	N	Kyle Roth Planning 924-3873 <a href="mailto:kroth@cabq.gov">kroth@cabq.gov</a>
Y	John Meier CSD-Library				

			768-5181 <a href="mailto:jmcicr@cabq.gov">jmcicr@cabq.gov</a>
<b>Standard Equipment over \$25K Approved by the ISD Officer:</b>	All	2	<ul style="list-style-type: none"> <li>• Sharepoint SQL Servers - \$100,216.00 – FINANCE &amp; ADMINISTRATIVE SERVICES – Larry R. Vasey – <b>APPROVED 05/04/07</b></li> <li>• Upgrade for Buffer Zone Camera System - \$49,485.36 – DEPARTMENT OF MUNICIPAL DEVELOPMENT – Mark A. Shepherd – <b>APPROVED 05/09/07</b></li> <li>• Pino Network 10gig Upgrade - \$102,615.50 – FINANCE &amp; ADMINISTRATIVE SERVICES – Ken C Carter – <b>APPROVED 05/09/07</b></li> <li>• Network Equipment Upgrade - \$83,657.61 – FINANCE &amp; ADMINISTRATIVE SERVICES – Jerry Monjaras – <b>APPROVED 05/10/07</b></li> <li>• FY07 PC Upgrades - \$29,797.20 – AVIATION – Patrick V. Frias – <b>APPROVED 05/21/07</b></li> </ul>
<b>Review IS Requests over \$25K:</b>	All	19	<ul style="list-style-type: none"> <li>• EagleNet Fiber - \$735,000.00 – Patrick V. Frias - AVIATION – Tony Romero attended on behalf of Aviation. ISC wants to know what the \$735,000.00 procures and what other means for funding source. Roth made motion to DEFER, Newcomb 2<sup>nd</sup>, remaining agreed. Pending the receipt of additional information or attendance at this meeting by someone who can respond to the ISC Committee’s questions. <b>Substitute motion for Disapproval</b> with an indication that the ISC, with more information would be glad to reconsider. Esch requested that Aviation discuss with and provide documentation to Dane and whoever else needed be a condition precedent,</li> </ul>

			<b>remaining agreed. Esch made motion to DISAPPROVE, Newcomb 2<sup>nd</sup>, remaining agreed.</b>
<b>Review and Approval of Policies:</b>	All	5	<p>Policy &amp; Procedures - <a href="http://mesa.cabq.gov/policy.nsf">http://mesa.cabq.gov/policy.nsf</a> -  <b>New Policies, Procedures, Standards, Guidelines:</b>  None  <b>Revised Policies, Procedures, Standards and Guidelines:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Unsolicited Commercial/Bulk E-Mail (Revised)</a> - Hubbard made motion to <b>APPROVE</b>, Newcomb 2<sup>nd</sup>, remaining agreed. <ul style="list-style-type: none"> <li>• Reviewed by TRC 6/7/07; recommendation: approve</li> </ul> </li> </ul> <p><b>CONSENT AGENDA:</b>  Reviewed Policies, Procedures, Standards and Guidelines:  None</p>
<b>Unfinished Business:</b>		0	
<b>Large Project Status:</b>		0	
<b>Action Items:</b>		0	
<b>Problems, Warnings, Situational Awareness, Saved Rounds?</b>	All		
<b>Total Time</b>		30	