

ISC Meeting Agendum & Minutes

Date: February 9, 2011 Time: 1:30 P.M. Location: ISD - Grand Central

N	Jon Zaman City Council	Y	Eugene Moser Human Resources	Y	Clint Hubbard APD
Y	Dr. Bernard J. Sharum Capella University	Y	Chris Framel Water Utility	N	Lou Hoffman DFAS

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Date: February 9, 2011 Time: 1:30 Location: ISD - Grand Central

WHAT	WHO	TIME	MINUTES
Housekeeping:			
Call to order	Eugene Moser	1	
Roll Call	Lydia	1	
Review and Approve Agendum	Eugene Moser	1	Clint Hubbard made motion to APPROVE, Chris Framel 2nd, remaining agreed.
Review and Approve Minutes from Previous Meeting	Eugene Moser	2	Last meeting held January 12, 2011 – Minutes available for review at: http://www.cabq.gov/isd/documents/1january_122011.pdf Eugene Moser made motion to APPROVE, Clint Hubbard 2nd, remaining agreed.
Public Comment:			
Review IS Requests over \$25K	All	20	<ul style="list-style-type: none"> <u>Dispatch Center</u> - \$250,000.00 - Tony L. Schupp - The Solid Waste Management Department plans to develop an industry specific State-of-the Art Automated Dispatch and

			<p>Managed Service Center.</p> <p>This plan will improve operational efficiency by centralizing dispatch management and customer service operations within one location to facilitate communication. The Dispatch Center will provide real-time dispatch for the following services: Residential Collections, Commercial Collections, Graffiti Removal Requests, Billing Inquiries, Cart Delivery/Repair, Weed/Litter requests, and General Customer Service calls. The Dispatch Center will be responsible for receiving, assigning, routing, dispatching and closing various work orders</p> <p>The system requirements are for business-specific (i.e., Solid Waste Management-specific) functionality and interfaces to appropriate enterprise-level systems (e.g., CRM). Also, as Tony noted, the system in alignment with SWMD and City business goals.</p> <p>http://trc.cabq.gov/cityapps/trc.nsf/65cf7dfade8f20488725678b005fdb5b/e899c351205171d887257825007f96d7?OpenDocument</p> <p>Chris Framel made motion to APPROVE, Bernard Sharum 2nd, remaining agreed.</p>
<p>TRC Actions and Members present:</p>		<p>1</p>	<p>Date: February 03, 2011 – Time 10:00AM</p> <ul style="list-style-type: none"> • Dispatch Center - \$250,000.00 - Tony L. Schupp - The Solid Waste Management department plans to develop an industry specific State-of-the Art Automated Dispatch and Managed Service Center. <p>This plan will improve operational efficiency by centralizing dispatch management and customer service operations within one location to facilitate communication. The Dispatch Center will provide real-time dispatch for the following services: Residential Collections, Commercial Collections, Graffiti Removal Requests, Billing Inquiries, Cart Delivery/Repair, Weed/Litter requests, and General Customer Service calls. The Dispatch Center will be responsible for receiving, assigning, routing, dispatching and closing various work orders</p> <p>The system requirements are for business-specific (i.e., Solid Waste Management-specific) functionality and interfaces to appropriate enterprise-level systems (e.g., CRM). Also, as Tony noted, the system in alignment with SWMD and City business goals.</p> <p>http://trc.cabq.gov/cityapps/trc.nsf/65cf7dfade8f20488725678b005fdb5b/e899c351205171d887257825007f96d7?OpenDocument</p> <p>Brian Osterloh made motion to approve. Robert Nunez second the motion. Remaining agreed.</p>

			<table border="1"> <tr> <td>Y</td> <td>Clint Hubbard APD</td> <td>Y</td> <td>Diane Schaller ISD</td> <td>N</td> <td>Eddie Andujo FCS</td> </tr> <tr> <td>Y</td> <td>Dane VanPelt(Mark Leech) ISD</td> <td>Y</td> <td>Brian Osterloh ISD</td> <td>N</td> <td>Patrick Frias AVI</td> </tr> <tr> <td>Y</td> <td>Robert Nunez DMD</td> <td>Y</td> <td>Lt. Jeff Remington APD</td> <td>Y</td> <td>Tony Schupp SWD</td> </tr> <tr> <td>N</td> <td>Joe Saraphon TRANSIT</td> <td>N</td> <td>Chris Framel WUA</td> <td>Y</td> <td>Danny Nevarez EHD</td> </tr> <tr> <td>Y</td> <td>Dave Mathews CSD</td> <td>N</td> <td>Gary Anderson Senior Affairs</td> <td>N</td> <td>Kyle Roth Planning</td> </tr> <tr> <td>Y</td> <td>John Meier CSD-Library</td> <td>N</td> <td>Michael Silva Animal Welfare</td> <td>N</td> <td>Andy Garcia Parks & Recreation</td> </tr> </table>	Y	Clint Hubbard APD	Y	Diane Schaller ISD	N	Eddie Andujo FCS	Y	Dane VanPelt(Mark Leech) ISD	Y	Brian Osterloh ISD	N	Patrick Frias AVI	Y	Robert Nunez DMD	Y	Lt. Jeff Remington APD	Y	Tony Schupp SWD	N	Joe Saraphon TRANSIT	N	Chris Framel WUA	Y	Danny Nevarez EHD	Y	Dave Mathews CSD	N	Gary Anderson Senior Affairs	N	Kyle Roth Planning	Y	John Meier CSD-Library	N	Michael Silva Animal Welfare	N	Andy Garcia Parks & Recreation
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Review and Approval of Standards:	All	5	<ul style="list-style-type: none"> Increasing the TRC Request threshold from \$500 to \$1000. The link below is the current standard: http://www.cabq.gov/isd <p>ITSMD is to draft a revised policy changing the TRC threshold to be equal to the maximum purchasing card limit and present this policy at the next ISC Meeting for approval. This will first be reviewed by the TRC on February 17, 2011.</p>																																				
Standard Equipment over \$25K Approved by the ISD Officer:		2	<ul style="list-style-type: none"> SID ToughBook W-8's - \$55,233.50 – Jeff Remington-ToughBook W-8s are semi-rugged laptop computers. <p>2. BUSINESS CASE/JUSTIFICATION: These ToughBooks will be used in the office and the field for increased efficiency for investigations.</p> <p>http://trc.cabq.gov/cityapps/trc.nsf/5664bed1100d4c6e872566cd005a93bf/7f96e65679bf09778725781d007ef0e4?OpenDocument</p>																																				
New Business for Discussion:	All	20	<p>Strategic role of the ISC: Greetings ISC members, As was discussed in the last ISC meeting and if it is the pleasure of the Committee, would like to see</p>																																				

			<p>if there is interest in the ISC taking on a more strategic role for the City (given one of the charges of the ISC is to establish the overall information systems strategy and direction for the City). To this end, I'd like to survey the ISC members for interest in proposing the strategic framework the ISC could take in establishing this strategic direction.</p> <p>One recommendation would be to have the ISC participate in the creation of an Enterprise Architecture (EA) program for the City of Albuquerque. The EA would be a good fundamental starting point as it serves as the blueprint to define the structure and operation of an organization and how IT can support this organization through standards and guiding principles. Wanted to put this out now so that when we meet this Wednesday the 9th, the Committee could have a robust discussion and perhaps frame an approach to move forward with. Regards,</p> <p>Peter Ambs Information Technology Services Manager City of Albuquerque</p> <p>ISC is in agreement with Peter's proposal in establishing an EA program for the City of Albuquerque. A copy of the ordinance was distributed to the committee. Mentioned for review were Section 2-B and Section 2-D of COUNCIL BILL NO. 0-58 Enactment no. 46-1990.</p>
Action Items:	All	15	Peter Ambs - Put small group together to create a framework / strawman for the ISC strategic planning – by March 1, 2011 (Group - Chris Framel, Clint Hubbard, Bernard Sharum). Peter Ambs, et. al. - Meet with CAO to discuss how to approach ISC strategic planning by March 10, 2011.
Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	None
Total Time		68	

