

**TRC Meeting Minutes:**


Date: December 15, 2016

Time: 10:00 AM

Location: DTI GRAND CENTRAL, Room 205

Member	Person Representing (print name)
DTI – Director/CIO	Brian Osterloh for Peter Ambs
DTI – Application Manager	Clint Hubbard for Brian Osterloh
DTI – Communications Manager	Hipolito Fierro
DTI – Infrastructure and Operations Manager	Andre O’Brian
DTI – ERP	David Piersol
DTI – APD	Daniel Salazar
AFD	
Animal Welfare	James Ludwick
Aviation	
Cultural Services	
Cultural Services - Library	Joshua Griego
Environmental Health	
Family and Community Services	
DFAS – Purchasing	Kassandra Ray
DFAS – Risk Management	
Internal Audit	
Municipal Development	
Parks and Recreation	
Planning	Darryn Phillips
Senior Affairs	
Solid Waste Management	Juan Price and Ronny Chavez
Transit	

WHAT	WHO	TIME	AGENDA
<b>Housekeeping:</b>			<b>Next TRC Meeting is on January 5, 2016</b>
Call to order	Andre	0	<b>Meeting Called to order at 10:08 am.</b>
Roll call	Sylvia	0	<b>There was a quorum.</b>
<b>Approve of the Agendum:</b>	Andre		<b>Motion to approve the Agenda by Brian Osterloh; seconded by Darryn Philips.</b>
<b>Review Minutes from Previous TRC</b>	Andre	1	<b>Last meeting was held on November 17, 2016. See attached Meeting Minutes.</b>
<b>Routine Business:</b>		0	
<b>Review TRC Request</b>	All		<p><u><a href="#">APD - New Bait Car Monitoring HW/SW (Daniel F. Salazar)</a></u>, \$40,549.50.</p> <ul style="list-style-type: none"> <li>10 - CovertCam System including DVR, 4 piece Camera Kit and Microphone 10 2,995.00 -9,999,999,929,950.00 **Client will be providing 4G Cradlepoint mode.</li> <li>10 - Hardwire Vehicle GPS Device with multiple inputs and outputs.</li> <li>10 - New airtime (1 Year) of Unlimited 5 Second Updates &amp; Annual Subscription to Access the CovertTrack</li> </ul>

			<p>Mapping Product. (Shipping and handling included in cost)</p> <ul style="list-style-type: none"> <li>The new CovertCam System will allow the APD Bait Car unit to update their vehicles to follow modern security protocol. Currently, the old system requires an end point that has Windows XP installed and also requires that dispatch monitor the software at all times. With the new system, we can upgrade everything to Windows 7 (with 10 support) and be able to utilize features that include notification by email/text.</li> </ul> <p><b>Motion to commence discussion by Brian Osterloh; second by Daniel Salazar.</b>  <b>Daniel Salazar provided the description and the need for this TRC item. Daniel answered questions asked by the TRC Committee.</b>  <b>Call to question by Brian Osterloh; motion carried unanimously.</b></p> <ul style="list-style-type: none"> <li></li> </ul>
<b>Review and Approval of Policies, Procedures &amp; Standards</b>	All	0	<p><a href="#">Information Technology Commodity Procurement Policy</a></p>  <p>Information Technology Commodity</p> <p><b>Motion for approval by Brian Osterloh; second by James Ludwick.</b>  <b>Andre O'Brien and Hipolito Fierro provided the presentation, and answered question by the Committee.</b>  <b>Call to Question by Brian Osterloh, motion carried unanimously.</b></p>
<b>Problems, Warnings, Situational Awareness, Saved Rounds?</b>	All	0	
<b>Total Time</b>			<b>Motion to adjourn by Brian Osterloh; second by Andre O'Brien. Motion carried unanimously. Meeting adjourned at 10:26 am.</b>