

TRC Meeting Minutes:

Date: 1/18/2024

Time: 10:00 AM

Location: DTI GRAND CENTRAL/WebEx -

<https://cabq.webex.com/cabq/j.php?MTID=ma26f4e30d18648d16741c862ea719bc3>

Voting Members:	Person Representing (print name):
DTI – Director (Chair)	Mark Leech
DTI- Deputy Director for Infrastructure and Communications	Duran Holycross
DTI – Deputy Director for Applications and Data	Takashi McConnell
DTI – Cybersecurity Officer	Anthony Ballo
Municipal Development	Jorge Gonzalez
Animal Welfare	
APD	Paul Buck
AFR	Ralph Waddles
Planning	Matt Cummings
Solid Waste Management	John Fowler
Cultural Services	Oscar Montiel
Other Participants:	Person Representing (print name):
What	Agenda
Housekeeping:	
Call to Order	
Roll Call	There was a quorum
Approve of the Agendum:	Motion to Approve: Jorge Gonzalez Second: Anthony Ballo Motion was unanimous
Review Minutes from Previous TRC Meeting:	12/21/2023 Motion to Approve: Jorge Gonzalez Second: Anthony Ballo Approved previous minutes: Jorge Gonzalez Second: John Fowler
Routine Business:	
Review TRC Requests:	Request Details Project Title Community Care and Connect Platform - Unite Us 1. Description

The purpose of this project is to secure an electronic platform that will facilitate a coordinated continuum of care where intake, referrals, case management, and community-level data insights are integrated, connecting City of Albuquerque social service departments with each other and community partners.

2. Business Case / Justification

This platform should assist in integrating the City's network of partners, ease access to comprehensive, data-driven services, and better align resources, programs, and policy. This platform should also assist the City and partner organizations to identify, track, and better assist clients by removing the barriers of care to and around social, economic, and behavioral determinants of health; increase access to care; and reduce administrative burden and increase quality in the overall system of care.

3. Maintenance, Training and Other Associated Costs

-Implementation (one-time fee): \$27,500

*Includes one instance of Single Sign-On, one instance of Assistance Request Form, and one custom Screening/Assessment Form in addition to formal implementation project support -25x Unite Us Platform Licenses

(annual fee) for non-CBO users: \$60,000/yr

Optional Additional Platform Licenses

(annual fee): \$2,400/ea per year *Reminder that qualified CBO and/or safety-net users receive free Unite Us Platform licenses if eligible (flyer attached)

-5x Unite Us Insights Center Licenses: Included at no cost in Baseline Contract

Optional Additional Insights Licenses (annual fee): \$300/ea per year

Estimated Subtotal for Year 1 w/ no optional items: \$87,500

Estimated Taxes for Year 1 (7%): \$6,125

Estimated Total Baseline Costs for Year 1: \$93,625

Options: - Premium Support: Social Care Coordination -

Up to 50 referrals/week supported by Unite Us

Care Coordinate Team (annual fee):

\$136,800/yr -Monthly Data Delivery (annual

fee): 28,500/yr -Workforce Management Dashboard (annual fee): \$22,800/yr -Single Sign-On (one-time fee per instance): \$5,130/ea - Assistance Request Form (one-time fee per instance): \$2,850/ea -Custom Screening/Assessment Forms (one-time fee per instance): \$1,400/ea

4. Impact to City / Dept Resources

- Centralized platform to send and receive referrals within the community continuum of care network - both City entities and partnered providers.
- The capacity to record patients' responses to a questionnaire/assessments, identify social needs, and suggest appropriate referrals, as well as have a reporting function for comparing pre and post assessments..
- o Integrated social needs screening so results would be stored with the patient record.
- o The ability to automatically prompt clients to follow up with social service organizations they were referred to and display the history of client interactions to better measure engagement.
- o The ability to provide referrals directly to patients, and preferably by text with well-formatted content that is accessible to populations with low literacy.
- Closed-loop referral: the ability to receive information back from the social service organization (or in some cases the clients) about the outcomes of the referrals.
- Platform includes a searchable, regularly-updated Resource Directory of community-based organizations and agencies providing services that can help address patients' social needs.
- o Directory should include service information, eligibility, and availability of all providers in the network and, at least, basic information for local providers not currently in the network.
- Active management of the care network to ensure usage of the platform.
- Care coordination and comprehensive case management capabilities so that staff could maintain visibility on clients' needs, referrals, and other social care activities

over time. • Ability to capture discrete data or standard documents about clients, such as care plans, guardianship, and client records. • Communication tool for agencies, providers, and stakeholders to facilitate coordinated care. • Ensure the search function can filter by geography, patient characteristics (e.g., language or age), and program eligibility, as well as sort results based on characteristics such as distance from a patients' home. • The ability to to flag, annotate, and/or save favorite or highly trusted resources. • Care coordination that includes longitudinal needs and care tracking, ability to define care goals and see referrals, services and other activities and includes Alerts for caregivers and stakeholders regarding patient encounters and other customizable rule-based events (e.g. arrests, prison re-entry, et.) • Easy and centralized release of information process, in multiple languages.

Motion to approve: Jorge Gonzalez

Second: Duran Holycross

Vote was unanimous

Request Details

Project Title

COA- City Hall Security Upgrades

Motion to discuss: Jorge Gonzalez

Second Duran Holycross

1. Description

Security upgrades for city hall 1st Fl/basement access control and CCTV hardware.

2. Business Case / Justification

Enhanced security, upgrading deprecated systems to new CABQ standard, adding additional CCTV coverage, tie in to City Security and RTCC

3. Maintenance, Training and Other Associated Costs

n/a

	<p>4. Impact to City / Dept Resources n/a Purchase Requisition Number</p> <p>Motion to Approve: Jorge Gonzalez Second: Ralph Waddles</p> <p>Vote was unanimous</p>
Review and Approval of Policies, Procedures & Standards:	None
General Information:	None
Total Time:	<p>25 minute meeting</p> <p>Motion to Adjourn: Jorge Gonzalez Second: Takashi McConnell</p>