

TRC Meeting Minutes:

Date: 1/20/2022

Time: 10:00 AM

Location: DTI GRAND CENTRAL AND WEBEX

Member	Person Representing (print name)
DTI – Director	Brian Osterloh
DTI- Deputy Director	Mark Leech
DTI – Applications Manager	Del Ameko
DTI – Communications Manager	Hipolito Fierro/Obed Chavez
DTI – Infrastructure and Operations Manager	Adam Erhard
DTI – ERP	Jason Fletcher
APD	Anthony Ballo
AFD	
Animal Welfare	
Aviation	Patrick Frias
Cultural Services	
Cultural Services – Library	Oscar Montiel
Environmental Health	Noah Parraz
Family and Community Services	
DFAS – Purchasing	
DFAS –Risk Management	
Municipal Development	Jessica Ridout
Parks and Recreation	
Planning	Darryn Phillips
Senior Affairs	Reggie Peterson
Solid Waste Management	John Fowler
Transit	Joe Saraphon
What	Agenda
Housekeeping:	
Call to Order	Brian Osterloh called the meeting to order at 10:00am
Roll Call	There was a quorum
Approve of the Agendum:	Motion to approve agendum by Del Ameko, Second by Obed Chavez. Motion carried unanimously.
Review Minutes from Previous TRC Meeting:	12/16/2021 Motion to Approve Minutes for 12/16/21 Meeting by Del Ameko. Second by Darryn Phillips. Motion carried unanimously.
Routine Business:	
Review and Approval of Policies, Procedures & Standards:	<ul style="list-style-type: none"> • Enterprise Application and Software Policy (Revised) Motion to approve by Adam Erhard, Second by Mark Leech. Motion carries unanimously. Final policy approval is contingent upon approval from ISC.

	<ul style="list-style-type: none"> • Incident Reporting and Response Policy for Abuse Using Technology (revised) Motion to approve by Adam Erhard, Second by Oscar Montiel. Motion carries unanimously. Final policy approval is contingent upon approval from ISC. • TRC Membership Standard (revised) Motion to approve Standard by Mark Leech, Second by Reggie Peterson. Motion carries unanimously.
<p>Review TRC Request:</p>	<p>Project Title: TREE PLOTTER SOFTWARE - PARK MANAGEMENT – Sean O’Neil / Tori Fox</p> <p>1. Description Continuation of Tree Plotter Subscription</p> <p>2. Business Case / Justification The Urban Forestry section within the Parks and Recreation Department will be utilizing TreePlotter Inventory software through PlanIT GEO to map and organize survey data of trees within the Albuquerque parks system. TreePlotter is a web-based GIS platform that will serve a multitude of purposes, such as a data repository with both cloud-based and GIS vector and attribute table data download storage, statistical data analysis tools, guided user interface for public access and data interaction, and a platform for arboricultural work orders, organization, and asset management and monitoring. Planit GEO will be conducting a professional surveying and inventorying project of all city park trees, with TreePlotter Inventory being the data input platform. Acquiring and maintaining web-based access to this software will be critical in data management and expansion from this initial surveying effort. Access to this software will facilitate data alignment and structure with other partner organizations utilizing this platform, such as Tree New Mexico and the ABQ Neighborwoods project, and other municipalities within the State.</p> <p>3. Maintenance, Training and Other Associated Costs Training provided</p> <p>4. Impact to City / Dept Resources minimal</p>

	Motion to approve and add to IT Commodity Standard by Brian Osterloh, Second by Mark Leech. Motion carries unanimously.
Updates:	
General Information:	
Total Time:	32:19