

## **TRC Meeting Minutes:**

Date: 2/17/2022

Time: 10:00 AM

Location: DTI GRAND CENTRAL/WebEx -

<https://cabq.webex.com/cabq/j.php?MTID=m233847c7d9f286d6c98b3d31da8832>

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<b>Voting Members:</b>	<b>Person Representing (print name):</b>
DTI – Director (Chair)	Brian Osterloh
DTI- Deputy Director for Infrastructure and Communications	
DTI – Deputy Director for Applications and Data	Mark Leech
DTI – Cybersecurity Officer	Del Ameko
Municipal Development	Jessica Ridout
Animal Welfare	Robert Henderson
APD	Anthony Ballo
AFR	Paul Buck
Planning	Darryn Phillips
Solid Waste Management	John Fowler
Cultural Services	Oscar Montiel
<b>Other Participants:</b>	<b>Person Representing (print name):</b>
Environmental Health	
DTI – ERP	Andi Lako
DTI – Network	Kathleen Salamon
DFAS – Purchasing	
Senior Affairs	Reggie Peterson
Transit	Steve Chavez
DTI - Systems	David Horak
City Council	Jesse Muniz

<b>What</b>	<b>Agenda</b>
<b>Housekeeping:</b>	
Call to Order	Brian Osterloh called the meeting to order at 10:01 AM
Roll Call	There was a quorum
<b>Approve of the Agendum:</b>	<b>Motion to approve agendum by Mark Leech, Second by Del Ameko. Motion carried unanimously.</b>
<b>Review Minutes from Previous TRC Meeting:</b>	From 2/7/2022 <b>Motion to approve by Mark Leech, Second by Del Ameko. Motion carried unanimously.</b>
<b>Routine Business:</b>	

**Review TRC Request:**

**VEEAM Backup System – Mark Leech - \$600,000.00**

**1. Description**

Replace existing backup system with Veeam system.

**2. Business Case / Justification**

The current backup solution has reached its manufacturer's stated end of life. More importantly, the backup requirements of the City have now far outstripped the capabilities of the existing system in terms of technology, security, and process (e.g. ransomware detection). This project will: \* Replace the existing backup solution with a hybrid, cloud/dual on-premise solution (90 days on premise) \* Review and optimize City backup processes (e.g. make sure that the right data is being backed up with the correct frequency to the correct location) \* Allow the City to prepare for O365 document lifecycle management by providing for an initial max of 500 accounts \* Prepare the City to move all backups to the cloud within the next 5 yrs

**3. Maintenance, Training and Other Associated Costs**

Additional data AWS charges are estimated at up to \$100k annually when at full capacity. However, this is volume-based and will be a slow ramp up over time.

**4. Impact to City / Dept Resources**

Replace backup system. This may improve nightly schedules and availability. Some impact on external network traffic

**Motion to approve by Del Ameko, Second by Mark Leech. Motion carried unanimously.**

**This item is approved by TRC and will move to ISC for final approval.**

**Public Dashboard for City Goals and Budgetary Objectives - Envisio - Jesse**

**Muniz**

**\$78,000:**

**1<sup>st</sup> Year - \$36,000**

**2<sup>nd</sup> Year - \$21,000**

**3<sup>rd</sup> Year – \$21,000**

**1. Description**

The City currently uses Sharepoint to list and track budget objectives. One issue identified is keeping track of when certain tasks are due to Council for reporting. The system utilizes a tracking system that will update and inform users when a task is due. It provides dashboards to indicate percentage of

	<p>completion. The system will also link Objectives to the current City Goals.</p> <p><b>2. Business Case / Justification</b>  After a trial period, if found successful, Council will work in conjunction with the Office of Management and Budget to link budget and actual data to Envisio from Questica. The two organizations are partners and allows for easy integration. This would allow for visuals and reporting on the City’s current financial condition and will streamline manual updates to City Council. Other uses could include keeping track of City Council set aside capital projects and funding. The Indicators Progress Commission report could also be updated and reduce the need for meetings and admin time to compile a report.</p> <p><b>3. Maintenance, Training and Other</b>  Associated Costs  \$20,000 annually for 1 “plan” plus \$1,000 for SSO capabilities.</p> <p><b>4. Impact to City / Dept Resources</b>  Eventually could be assigned to Fiscal Managers, Program Managers, Budget Analysts to update objectives and submit reports.</p> <p><b>Motion to approve and add to Information Technology Commodities Standard by Brian Osterloh, Second by Mark Leech. Motion carried unanimously.</b></p>
<b>Review and Approval of Policies, Procedures &amp; Standards:</b>	
<b>General Information:</b>	
<b>Total Time:</b>	19:19