

TRC Meeting Agenda:

Date: July 15, 2021

Time: 10:00 AM

Location: DTI GRAND CENTRAL, Room

Member	Person Representing (print name)
DTI – Director	Brian Osterloh
DTI- Deputy Director	Mark Leech
DTI – Applications Manager	Del Ameko
DTI – Communications Manager	Kathleen Salamon
DTI – Infrastructure and Operations Manager	Adam Erhard
DTI – ERP	Andi Lako
APD	Anthony Ballo
AFD	Ralph Waddles
Animal Welfare	
Aviation	Patrick Frias
Cultural Services	
Cultural Services – Library	Oscar Montiel
Environmental Health	Noah Parraz
Family and Community Services	
DFAS – Purchasing	Kassandra Ray
DFAS –Risk Management	
Municipal Development	Robert Nunez
Parks and Recreation	David Flores
Planning	Darryn Phillips
Senior Affairs	Reggie Peterson
Solid Waste Management	John Fowler
Transit	Joe Saraphon
What	Agenda
Housekeeping:	
Call to Order	Brian Osterloh
Roll Call	Adam Erhard
Approve of the Agendum:	<i>Motion to Approve: Mark Leech</i> <i>Second: Del Ameko</i> <i>Vote: Unanimous - Approved</i>
Review Minutes from Previous TRC Meeting:	<i>Motion to Approve: Mark Leech</i> <i>Second: Del Ameko</i> <i>Vote: Unanimous - Approved</i>

Routine Business:	
Review and Approval of Policies, Procedures & Standards:	
Review TRC Request:	<p>Strategic Planning Software Solution - \$12,100.00</p> <p>1. Description This software was approved via TRC in late June but ACS was unable to proceed with the purchase due to contract issues that were identified by the legal department. The contract issues identified have since been resolved and ACS is ready to move forward with the purchase. The overall price has changed and now requires TRC review. ACS is seeking a software solution to document, track, and report progress on strategic action plan objectives. Cascade offers us strategic plan alignment and project management capabilities.</p> <p>2. Business Case / Justification ACS needs to be transparent with performance and we need help monitoring progress on internal deadlines. Cascade will let us track progress on every project and objective we have while having that progress roll up into our larger strategic plan. That progress can then be published as dashboards and reports that we can share with the public and decision makers. We are under the spotlight and need a robust solution that touches performance at all levels.</p> <p>3. Maintenance, Training and Other Associated Costs Training and on-boarding are included in contract costs. There is no auto-renewal. If we determine it is a good fit after one year, we will seek an expanded contract.</p> <p>4. Impact to City / Dept Resources We will be using one-time funding from FY21 to pay for this. There will likely have to be collaboration with DTI/APD data analysts if we</p>

	<p>decide to try to integrate any data pulls. We are unsure of that route at the moment.</p> <p>Purchase Requisition Number N/A</p> <p><i>Motion to Approve: Del Ameko</i></p> <p><i>Second: Adam Erhard</i></p> <p><i>Vote: Unanimous - Approved</i></p>
TRC Members are asked to present open technical positions	Technical Review Committee members discussed open technical positions and the best ways to attract candidates to applying for technical jobs with the City of Albuquerque.
Technology Overviews	Brian Osterloh requested that committee members prepare brief overviews of the technology used by their departments. These overviews will be shared in future TRC and ISC meetings. The Planning Department is the first department that will provide an overview – this will occur at the next TRC meeting.
General Information:	
Total Time:	15:53