

TRC Meeting Agendum & Minutes

Date: August 18, 2011 Time: 10:00 AM Location: ISD GRAND CENTRAL

Y	Peter Ambs ITSD	N	Gary Anderson Senior Affairs	N	Eddie Andujo FCS	N	Chris Framel WUA
N	Patrick Frias AVI	N	Andy Garcia Parks & Recreation	N	Clint Hubbard APD	Y	Dave Mathews CSD
N	John Meier CSD-Library	N	Danny Nevarez EHD	Y	Robert Nunez DMD	Y	Brian Osterloh ITSD
Y	Lt. Jeff Remington APD	N	Kyle Roth Planning	Y	Joe Saraphon TRANSIT	N	Vince Quijano ERP
N	Tony Schupp SWD	N	Michael Silva Animal Welfare	N	Art Montoya ITSD	Y	Andre O'Brian ITSD

WHAT	WHO	TIME	MINUTES
Housekeeping:			Next TRC Meeting is on September 1, 2011
Call to order	Brian	1	
Roll call	Tony	1	
Approval of the Agendum:	Brian	1	Brian Osterloh made a motion to add an item to the agenda. TRC Request IT Inventory Software to be reviewed. Joe Saraphon second the motion. Remaining agreed.
Review Minutes from previous TRC	All	2	Previous TRC 07-07-11 Joe Saraphon made a motion to approve the Minutes from the previous TRC meeting. Dave Matthews second the motion. Remaining agreed.
Unfinished Business:	All	0	
Routine Business:	All	0	
Review TRC Request	All	10	<ul style="list-style-type: none"> A2B Smart Phone applications - \$20,960.00 – Stan Low -Creation of a data store outside the firewall with real-time AVL data; development of smart phone applications and a website to make real-time AVL data (bus locations) and predictive arrival times available to the Transit user. Approximately

			<p>90,000 phone calls are placed to 3-1-1 each month (209/hr) for Transit related information. The vast majority of those calls are from Transit passengers waiting for their bus - they want to know when the next bus will arrive at their location. This application will provide that information to any Transit passenger with a smart phone or a web-enabled phone. Joe Saraphon made motion to approve. Mark Leech second the motion. Remaining agreed.</p> <p>http://trc.cabq.gov/cityapps/trc.nsf/8178b1c14b1e9b6b8525624f0062fe9f/4e64838ce8f2d5bb872578e200704c8c?OpenDocument</p> <ul style="list-style-type: none"> • <u>Scanning HR Insurance and Benefits records</u>. - \$25,727.50 - Mark H. Murayama - The HR department, both Insurance and Benefits and the Employment divisions will have the employee records scanned by the vendor HOV Services to be imported into FileNet. This is a contract for Insurance and Benefits for their scanning piece. Brian Osterloh made a motion to approve. Mark Leech second the motion. Remaining agreed. <p>http://trc.cabq.gov/cityapps/trc.nsf/8178b1c14b1e9b6b8525624f0062fe9f/4e64838ce8f2d5bb872578e200704c8c?OpenDocument</p> <ul style="list-style-type: none"> • <u>IT Inventory Software</u> - \$2,181.10 – Stan Low – Transit - In order to manage the 170 PC's in the Transit Department, software to do an "audit" is required. This will enable the IT staff to determine the software on each computer, both for efficient assignment of the software and for determining the licenses required. Internal Audit has suggested that Transit IT take a more aggressive approach to monitoring the software on each PC. Also, as upgrades are required, Transit IT needs an efficient method of determining what software is in use. Peter Ambs noted this software may be beneficial to other departments and requested the Transit Department work with the Domain Specialist for Desktop Support, Ryan Gustafson on exploring third party plugins for system updates. Brian Osterloh made a motion to approve. Joe Saraphon second the motion. Remaining agreed. • http://trc.cabq.gov/cityapps/trc.nsf/67976275df7e5240872566c5007a8d29/3ff97c436f56b2b2872578ee0054e521?OpenDocument
Review and Approval of Policies, Procedures & Standards	All	5	<ul style="list-style-type: none"> • New None • Revised <u>Public Safety Dispatch Consoles – Deferred</u> • Deprecated None • Discussion None
New Business	Various	0	<ul style="list-style-type: none"> • None

Problems, Warnings, Situational <u>Awareness,</u> Saved Rounds?	All	0	
Action Items:		0	
		20	