DATE: **May 13, 2015**
TIME: **1:00-3:00 PM**
LOCATION: **Department of Emergency Response (large conference room)**

PRESENT: Kim Moore (TC ITS), Chris Saxon (DOER), Justin Vann (DOER), Scott Blauvelt (DOER), Melissa Harmon(IPD), Chief Watkins (Dryden), Chief Steinmetz (Cayuga Heights), Julie Holcomb (City IT), Adam Mahnke (Cornell), Barb Klinko (Cornell), Kelly Daley (NYSP), Deputy Smith (TCSO), Penny VanSchoick (District Attorney)

EXCUSED: Beau Saul (TC3), Christina Dravis (DOER), Loren Cottrell (TC ITS), Mark Conrad (Cornell), Lt Williams (Groton), Chief Ferretti (Trumansburg), Julie Malysa (Park Police), Cattyann Campbell (TC ITS), Brian Wilbur (DOER), Greg Potter (TC ITS), David W Smith (NYSP IT), Sgt Zigenfus (TCSO), John Arsenault (IPD), Gwen Wilkinson (DA), Alan Karasin (City IT),

Meeting opened, 1305 hours.

Meeting Focus:

1. **Spillman**
   a. **Implementation Tasks**
      i. Insight
      Kim reported that Insight is up and working. Finalizing MOU details with agencies.
      ii. CAD to CAD Transfer
      Adam and Chris reported that they are still working out mapping issues.
   b. **Policy/Procedure**
      Kim reported that the group needs to check review dates and get that back in queue.
   c. **System Maintenance Update**
      i. Geo-Base / Common Name Updates
      Updates are happening monthly, and Catt continues to transition this over to Chris and Justin.
      ii. Namemerge
      Nothing new to report.
      iii. Address Validations
      Nothing new to report.
   d. **DA Software Replacement**
      Nothing new to report.
   e. **Future Topics**
      i. Custom Reports
      Nothing new to report.
      ii. LETSS "Portal"
      Nothing new to report.

           iii. County Agency Spillman Access
           Nothing new to report.

2. **TraCS**
   a. TraCS 10 Server Consolidation
   Kim reports that this will be scheduled in the near future.

3. **LiveScan**
   Nothing new to update on the grant status.

4. **Citrix/SJS**
   a. Sealing Testing
   Kim announced that the end of life for Citrix farm will be 12/31/2015, or if the farm goes down before this date, it will not be resuscitated.

5. **General Topics**
   a. CJIS 2013/14
   Nothing new to report.
   b. Mobile
   Nothing new to report.
   b. Netmotion Server Upgrade
   Netmotion server was updated. The conversion was relatively smooth and we are rolling out client updates.

6. **LETSS Administration**
   a. LETSS 2015 Workplan
   Chief Steinmetz reported that he and Greg Potter presented to the legislature. All was well, no direct questions or concerns.

Meeting adjourned 1400 hours.