



Law Enforcement Technology Shared Services

02/08/12 Meeting

Information Technology Services • 128 E. Buffalo Street • Ithaca, NY 14850 • (607)274-5417 • Fax (607)274-5420

DATE: February 8, 2012
TIME: 1:00-3:00 PM
LOCATION: Department of Emergency Response (large conference room)

PRESENT: Kim Moore (TC ITS), Sgt Wright (Ithaca PD), John Arsenault (Ithaca PD), Sgt Steinmetz (Cayuga Heights), Lt Williams (Groton), Sgt Zigenfus (TCSO), Brian Wilbur (DOER), Sgt Hooker (NYSP), Greg Potter (TC ITS), Chief Ryan (Dryden), Chief Ferretti (Trumansburg), Alan Karasin (Ithaca IT),

EXCUSED: Jake Young (IPD), Undersheriff Osborne (TCSO), Kari Stamm (DA), Shawn Beckerink (NYSP)

Opened 1:08 pm

1. Spillman

a. Updates

- i. **2/1 Geoload** - Kim reported the February geo-load will need to be rescheduled, most likely in the next week or so. After the load last week, intersection validations failed – Catt believes it may have to do with a layer that was renamed.
- ii. **Sex Offenders** – Kim reported that she had worked with TCSO CID, and they in turn coordinated with DA's, to tag sex offenders in Spillman. Based on data given to Kim from CID, the offenders name records were flagged, images added- for those that she was given images for. Each name record also has a spreadsheet .xls version of a log of conversations with the offender.
- iii. **Name Record Clean Up** – Kim has been working to clean up duplicate name records, which is a long process – to review last names beginning with "a", for example, took 8 hours alone. Kim reported that this needs to be completed soon, however, otherwise the task will continue to grow.
- iv. **CHPD / Chief Boyce Retirement** – Sgt Steinmetz reported that Chief Boyce retired and has taken a position in Delaware. Sgt Steinmetz will be acting officer in charge in the interim.

ACTION ITEMS: *Kim to coordinate patch reschedule for early 2012. Kim to investigate "retiring" names in Spillman.*

b. Implementation Tasks:

- i. **NY Forms** – Cornell is still testing. Once functional issues are resolved on their test server, we will roll out here in Tompkins for review/testing.
- ii. **NYSP Installations** – Kim and Greg reviewed MOU language and sent the drafts off to Albany the previous day. Greg reported that a separate MOU will be defined with NYSP to clarify roles and responsibilities.

- iii. **Statelink / Statelink Hit Detection** – Our contacts in Albany report we are still on their radar, however they are waiting for DCJS to answer a security issue question before NYS and Jefferson can sign off and then move on to Tompkins County.
- iv. **LiveScan Integration** – L1/Comnetix was sold (yet again) to another company. There are valid concerns that this may delay the Spillman process.
- v. **Insight**– Still on the list for implementation tasks.
- vi. **Compstat** – Kim still has this on her clean-up list. Issue is right now only SD incidents appear.
- vii. **CAD to CAD transfer to CU** – Still on the list for implementation tasks.

ACTION ITEMS: *None.*

c. Policy/Procedure

December Policy Discussion Follow Up

Greg Potter reported he is close to finalizing the consultant contract details. Kim reported that Sgt George will also represent TCSO on the committee.

Chief Ryan reported that the question of LETSS sending monthly meeting notes to ECROC still lingers. The group commented that this issue of LETSS and/or ECROC “authority” for LEA’s continues to come up and will need to be addressed as one of the first policy action items with the consultant. After discussion, the group agreed that a Website with our meeting notes, monthly agenda, group agreement and by-laws would be the best and most viable option. Greg offered ITS support in developing the website.

ACTION ITEMS: *Greg to finalize contract with consultant, schedule initial meeting and assign Web project to an ITS staff member.*

d. “Clean-up” Topics

- i. **TraCS Accidents** – Kim continues to work with Spillman on this. Part of the mapping for ACC’s and UTT’s affect Compstat, so these issues are being worked on concurrently.
- ii. **Geo-Base / Common Name Updates** – This will continue to be a functional need in Spillman
- iii. **System Maintenance** – Kim is working to implement a plan for maintenance, but has spent approximately 60% of her time in the Month of January to work toward this process.
- iv. **Table Updates/Modifications – Sub Committee:** this group will be rolling in to the efforts for policy with the consultant.
- v. **Premise/Business** – nothing new to report.
- vi. **Support Workgroups** - nothing new to report.

ACTION ITEMS:

e. Future Topics

- i. **Custom Reports** - Nothing new to report.
- ii. **Web “Portal”** - Nothing new to report.
- iii. **Cornell Data Sharing** - Nothing new to report.

ACTION ITEMS: *none.*

2. TraCS

Nothing new to report.

3. LiveScan

Reported above.

4. Citrix / SJS

"End of Life" date for data ENTRY to SJS (DCJS Conversation) – Final day of entry was October 20, 2011.

5. LETSS Administration

- a. **2012 Workplan to PSC** – LETSS will be on the agenda to present their workplan for 2012 at the March PSC meeting – the delay was due to the lack of meeting in January and an over-full agenda in February.
- b. **LETSS 2012 agreement update** – Kim reported that our agreement expired 12/31/11. The group discussed the language of the agreement. Primary changes are:
 - City IT moving from voting to at-large: this was based on discussions amongst the group, and all agreed it was a viable solution. At the beginning of the project, City IT's role was intended to play a larger role in overall system maintenance. Due to changes over the past year or so, City IT's has stepped back in its role with the Spillman (our primary) project.
 - Offering at-large seats to NYSP and TC3.

Other changes were minor wording changes. Kim to send fresh draft to group, and final once agreed upon.

ACTION ITEMS: *Kim to coordinate contact with TC3 for at-large seat, Greg Potter to coordinate communications with City IT for their status change.*

Adjourned 2:40 pm