



## Law Enforcement Technology Shared Services

06/08/11 Meeting

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

**DATE:** June 8, 2011  
**TIME:** 1:00-3:00 PM  
**LOCATION:** Department of Emergency Response (large conference room)

**PRESENT:** Kim Moore (TC ITS), Chief Ryan (Dryden), Sgt Wright (Ithaca PD), John Arsenault (Ithaca PD), Sgt Steinmetz (Cayuga Heights), Chief Ferretti (Trumansburg), Lt Williams (Groton), Sgt Zigenfus (TCSO), Undersheriff Osborne (TCSO), Brian Wilbur (DOER), Sgt Kidder (NYSP), Charles Smithers (DOER), Greg Potter (TC ITS), Alan Karasin (Ithaca IT), Kari Stamm (DA)

**EXCUSED:**

*Opened 1:00 pm*

### 1. Spillman

#### a. Updates

- i. **Mobile 4.6** – Nothing new to report.
- ii. **Privileges for DA** – Kari reported the access is working well for the office.
- iii. **NY Forms – Monthly Conference Calls** – First call scheduled for immediately following today's LETSS meeting.

**ACTION ITEMS:** *Greg/Kim - discuss options for DA's NYSPIN terminal with Portal changes.*

#### b. Project Team Management

- i. **NYSP Status** – Waiting for the LETSS agreement to be signed.

**ACTION ITEMS:** *None.*

#### c. Implementation Tasks:

- i. **NYSP Installations** – no change from last month.
- ii. **Statelink / Statelink Hit Detection** – Greg is participating in the monthly conference calls.
- iii. **Alarm Interface / Digitize** – The cutover to the new Digitize system looks to be more like end of May or June at this point.
- iv. **LiveScan Integration** – Spillman is trying to get the information from L1/Comnetix with limited results.
- v. **NY Arrest Form Sub Committee Participants** – This is on hold as the NYS Incident Form (new format) is the initial focus for Spillman.
- vi. **Insight**– Still on the list for implementation tasks.
- vii. **Compstat** – Kim worked with the vendor to install / start initial setup of Compstat.
- viii. **CAD to CAD transfer to CU** – Still on the list for implementation tasks.

**ACTION ITEMS:** *None.*

#### d. Policy/Procedure

##### December Policy Discussion Follow Up

- i. Mobile Status Changes

- ii. Complainant Name Entry
- iii. SOP Emergency "Button"
- iv. Expiration / Accumulation of Alerts/BOLO's etc
- v. IM/Spillman Communication
- vi. "Death" dates in Names
- vii. Database "Authority"
- viii. NYSPIN Entry, paper trail...

Brian Wilbur will be prioritizing and drafting first rounds of policy for review.

**ACTION ITEMS:** *Work on drafting next policies.*

**e. "Clean-up" Topics**

- i. **TraCS Accidents** – Kim is working with Spillman to further detail the mapping.
- 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.
- iv. **Table Updates/Modifications** – Sub Committee has not met recently due to scheduling, but plans to meet in the near future.
- v. **Privilege / Partition Priv checks**– – Sub Committee to meet weekly to work through these changes.
- vi. **Premise/Business** – nothing new to report.
- vii. **Support Workgroups** - nothing new to report.
- viii. **Evidence Module** – Request for a property release form through Spillman evidence that combines property and evidence into one print.

**ACTION ITEMS:** *Kim to schedule sub-comm meeting.*

**f. Future Topics**

- i. **Custom Reports** - Kim removed rpjlasr.x1 from print options as it included SS# and DOB information – she reported this will "reinstall" with each patch and will need to be removed after each update.
- ii. **Web "Portal"**

**ACTION ITEMS:** *Kim to investigate removal of report*

**2. TraCS**

- a. **IC** – nothing new to report.
- b. **June Steering Conference** – Kim reported that the plan is to roll out TraCS 10 in the next year. They will also include the new numbering system for the forms that uses date/time stamps to eliminate duplicates.

**ACTION ITEMS:** *None.*

**3. LiveScan**

Nothing new to report.

**4. Citrix / SJS**

"End of Life" date for data ENTRY to SJS (DCJS Conversation) – Nothing new to report.

**5. LETSS Administration**

- a. **New Member Discussion** – Dispatch needs to be added as permanent member
- b. **LiveScan Agreement Update (rewrite terms)** – Agreed that we will rewrite for extending the terms.

c. **Citrix Agreement Update (rewrite terms)** – Agreed that we will rewrite for extending the terms.

d. **Budget Details** –No changes.

**ACTION ITEMS:** *Rewrite or modify agreements*

*Adjourned 2:00 pm*