DATE: September 12, 2012
TIME: 1:00-3:00 PM
LOCATION: Department of Emergency Response (large conference room)

PRESENT: Sgt Zigenfus (TCSO), Lee Shurtleff(DOER), Jake Young (IPD), Greg Potter (TC ITS), Chief Ryan (Dryden), Kari Stamm (DA), Kelly Daley (NYSP)

EXCUSED: Alan Karasin (City IT), Kim Moore (TC ITS), Scott Roman (DOER)

Greg reported that Kim and Scott are absent from meeting as they are at Spillman User's Conference.

1. **Spillman**
   a. **Implementation Task**
      i. **NYSP Installations –** Tentatively scheduled for November install, Dec training.
      ii. **StateLink**
         Kim reported that Jefferson's last test was good, there are some data clean up items, but it looks like they may have passed the certificate issues.
      iii. **Livescan** – Reported below.
      iv. **Insight** - First test will be with Crimes data.
      v. **Compstat –** Only SD incidents appear. Additional modules needed for other agencies. Will look into local mapping options through GIS as a future task.
      vi. **CAD to CAD transfer to CU –** Still on the list for implementation tasks.

      Lee reported that HipLink will be presented to Committee as an alternative to the Zetron project. DOER will need to renegotiate the Spillman defined contract and final payment.

      ACTION ITEMS*:*

   b. **Policy/Procedure**
      Greg reported policy is ready to review. He will coordinate a meeting in the near future.

      ACTION ITEMS*: Kim to attempt to schedule sub comm. meetings.*

   c. **"Clean-up" Topics**
      i. **Geo-Base / Common Name Updates –**Greg, Cattyann and Kim are working with the 911 center work with DDTI, to help manage the back end process for updating address/common names within Tompkins County.
      ii. **System Maintenance –** is in place and is being worked through.
      iii. **Table Updates/Modifications – Sub Committee**: nothing new to report. **Premise/Business –** nothing new to report.

iv. **Support Workgroups** - nothing new to report.

ACTION ITEMS*:*

d. **IBR**
Nothing new to report.
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.
f. **DA Software Replacement/Spillman Integration**
Nothing new to report.
g. **December Training**
Greg reported that the conference room has been scheduled. Reminder, NYSPILL will be held 12/11/2012, and hosted by Cornell.

ACTION ITEMS*: none.*

2. **TraCS**
   a. Schedule Patch.
   ACTION ITEMS*: Kim to coordinate TraCS 7.3.14.6 patch – all TraCS servers, workstations and fleet will need to touched.*

3. **LiveScan**
The integration with Spillman to TCSO is complete, however, integration with the Villages would require additional individual expenses per agency (approx $5k per Village) as they are not presently LiveScan customers. As the State is investigation other vendor solutions, Biometrics 4 All, it was agreed that additional investment in L1/Comnetix was not an option.

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

Greg will follow up with Angie to see about sealing options. His proposed course of action is to set up one account to allow for changes in cases of sealing. He will coordinate test with Dryden. Additionally, we need to modify warrants as well as seals.

5. **LETSS Administration**
Personnel Module - City is moving training records into Spillman. Jake proposed removing all existing table details and replacing with a list he presented. TCSO may be interested in seeing options as IPD moves forward. Other items discussed: need to add unique items associated with individual agencies and a "misc" category. Question was asked whether view access can be granted to officers (answer is yes, however they can then see all of their agencies records).

Discussions of Homeland Security distributions. What will the decision process be in the future? There was perception that funds allocation has not been equal, however, Greg reminded all that a large portion of HS funds went toward Spillman project, which benefits all.