



Law Enforcement Technology Shared Services

12/14/11 Meeting

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

DATE: December 14, 2011
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), Jake Young (IPD), Sgt Steinmetz (Cayuga Heights), Lt Williams (Groton), Sgt Zigenfus (TCSO), Undersheriff Osborne (TCSO), Brian Wilbur (DOER), Sgt Daley (NYSP), Scott Roman (DOER), Greg Potter (TC ITS), Alan Karasin (Ithaca IT), Chief Ryan (Dryden), Kari Stamm (DA), Chief Ferretti (Trumansburg)

EXCUSED:

Opened 1:00 pm

1. LETSS Administration

- a. **2012 Chair Selections** – After discussion and voting, unanimous: Chair – Undersheriff Osborne (TCSO) Vice Chair – Sgt Steinmetz (CHPD)
- b. **2012 Workplan** – forms, statelink and training plan – policy and procedure – new mobile/LETSS: TC3, SP and PP

2. Spillman

a. Updates

- i. **Server Replacements** - Kim reported servers have been replaced. Second phase is NeverFail redundancy.
- ii. **Spillman / Suzi Cook** – Requested this be put on future agenda to discuss her concerns/thoughts regarding Seals.
- iii. **Verizon Billing** Kim has finalized details to get the aircards converted as of December 23, 2011
- iv. **County Track IT Work Order Solutions** – Greg reported the upgrade has been completed, next phase is Web Service testing.
- v. **NYSPILL** – The first NY User's group was held here in Tompkins, December 5 and 6. From the sessions, number one take away was policy/procedure and training. CU agreed to host listserve.

ACTION ITEMS:

b. Implementation Tasks:

- i. **NYSP Installations** – Nothing new to report.
- ii. **Statelink / Statelink Hit Detection** – Nothing new to report.
- iii. **Alarm Interface / Digitize** – Brian Wilbur reported that the cutover is completed and COFA is working on the entry into Spillman and the device roll out.
- iv. **LiveScan Integration** – Nothing new to report.
- 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 that he is in the process of hiring a consultant with leftover grant funding. The focus will be to define policy between Law Enforcement and Dispatch Center.

- 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...
- ix. DA / Prosecutor MOU policy/procedure

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.
- iv. **Table Updates/Modifications – Sub Committee:** will meet later this month.
- 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.

ACTION ITEMS:

3. TraCS

- a. **IC** – nothing new to report.

4. LiveScan

Nothing new to report.

5. Citrix / SJS

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

ACTION ITEMS: *Rewrite or modify agreements*

Adjourned 2:45 pm