



Law Enforcement Technology Shared Services

01/11/12 Meeting

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

DATE: January 11, 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), Jake Young (IPD) Sgt Steinmetz (Cayuga Heights), Chief Boyce (Cayuga Heights), Lt Williams (Groton), Sgt Zigenfus (TCSO), Undersheriff Osborne (TCSO), Brian Wilbur (DOER), Sgt Hooker (NYSP), **Greg Potter (TC ITS)**, Chief Ryan (Dryden), Chief Ferretti (Trumansburg), Shawn Beckerink (NYSP)

EXCUSED: Alan Karasin (Ithaca IT), Kari Stamm (DA)

Opened 1:00 pm

1. Spillman

a. Updates

- i. **December Patch** - Kim reported the December patch had failed due to client installer package issues. The 1111.1 patch will be rescheduled.

There was a request for Kim to review the possibility of "retiring" an officer's name from Spillman once they leave. Kim explained that users can not be deleted as they are part of the permanent records system, but she will investigate options for making the names no longer visible in the officer (apnames) sections.

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 will review MOU language and try to finalize with SP.
- iii. **Statelink / Statelink Hit Detection** – After meeting with reps in Albany, Tompkins is tentatively on schedule for pilot in February.
- iv. **Alarm Interface / Digitize** – Brian reported this is nearing completion.
- v. **LiveScan Integration** – Nothing new to report.
- vi. **Insight**– Still on the list for implementation tasks.
- vii. **Compstat** – Kim still has this on her clean-up list. Issue is right now only SD incidents appear.
- viii. **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 close to signing the contract for the consultant with leftover grant funding. The focus will be to define policy between Law Enforcement and Dispatch Center. The following LETSS members will be the core team for working with the consultant to draft the policies which will then go to LETSS for final approval:

TCSO – Sgt Zigenfus
City – Sgt Young
Villages – Chief Ryan
Dispatch – Scott Roman
NYSP – Sgt Daley
County IT – Greg Potter, Kim Moore

Chief Ryan reported that this issue has come up at ECROC and there is concern on the Fire side that LETSS may be dictating policy for Fire/EMS. Greg and Kim re-clarified that the policy/procedures that the consultant will be working on are specifically focused to issues between LEA's and Dispatch. Chief Ryan also mentioned concerns about the Data Standards Policy coming from LETSS. Greg and Kim reiterated that the data entry standards are still in draft form, have been sent to all agencies (law, fire, ems) and any comments concerns (of which there have not been any since December 2010) have been incorporated. Greg indicated that if the concern is the cover page indicating a LETSS masthead, then perhaps we will put under ITS masthead as County IT will continue to set the data entry standards for the Spillman system.

Greg 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.

ACTION ITEMS: *Greg to finalize contract with consultant.*

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:** 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.

ACTION ITEMS: *none.*

2. TraCS

Nothing new to report.

3. LiveScan

Spillman has been making efforts to reach out to L1/Comnetix for the integration.

4. Citrix / SJS

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

ACTION ITEMS:

Adjourned 2:45 pm