



Law Enforcement Technology Shared Services

07/10/13 Meeting

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

DATE: July 10, 2013
TIME: 1:00-3:00 PM
LOCATION: Department of Emergency Response (large conference room)

PRESENT: Greg Potter (TC ITS), Loren Cottrell (TC ITS), Catt Yann Campbell (GIS), Chief Steinmetz (Cayuga Heights), Chief Ryan (Dryden), Chief Ferretti (Trumansburg), Lt Williams (Groton), Brian Wilbur (DOER), Sgt Daly (NYSP), Undersheriff Osborne (TCSO)

EXCUSED: Sgt Zigenfus (TCSO), John Schaffer (DOER), Alan Karasin (City IT), Kim Moore (TC ITS)

Meeting opened, 1307 hours.

A motion was made by Lt Williams and seconded by Brian Wilbur to approve the June 12, 2013 minutes. Motion passed unanimously.

1. Spillman

a. Implementation Tasks

- i. **NYSP Installations** – Greg and Sgt Daly provided an update on the NYSP Spillman deployment. Currently installation has been completed for one which is still under a test or pilot phase before additional units are scheduled. A new block of 20 NetMotion licenses has been procured and installed using DOER funds. Brian Wilbur indicated that additional review of Dispatch procedures with NYSP will be considered after additional NYSP units are installed with Spillman.
- ii. **TC3 Installations** – Greg provided an update and reported that the TC3 installations have been completed. Further discussion occurred concerning TC3 and their level of access rights, Spillman use and a review of current agreement language to make certain anticipated use of Spillman by TC3 is covered.
- iii. **StateLink** – Statelink is live and the new LETSS STATELINK policy went into effect June 1. There were questions about DOER use of STATELINK, Brian Wilbur indicated there may need to be additional steps for training dispatchers as it seems most may not be using STATELINK at this point. Some feedback from Dispatch has been reviewed by ITS who is now coordinating adjustments of NYS returns in the Spillman screens. Chief Ryan requested that Brian Wilbur review the current LETSS Statelink policy as it relates to Dispatch. Additional training on this topic is scheduled for Dispatch during a July training session.
- iv. **NY Arrest** – No updates.
- v. **Insight** – No updates.
- vi. **Compstat** – No updates.
- vii. **CAD to CAD transfer to CU** – Greg reported that there is some additional Network configurations which will need to be coordinated with Cornell. In

the meantime, DOER and Cornell can finalize their work on the translation of tbnatur tables.

ACTION ITEMS: *Review of TC3 and NYSP Agreement Language and their potential use and access to data to confirm that language is still appropriate.*

b. Policy/Procedure

i. Policy Review

Chief Steinmetz stated that a review of the 1204 and the 1205 policy was completed and that the only change to the policies included a modification of the review dates by one year. A motion was made by Brian Wilbur and seconded by Lt Williams to modify the next reviews dates by a period of one year. Motion passed unanimously.

c. System Maintenance – Cattayann indicated that the next scheduled Geo-base update will occur in the next few weeks, or as soon as possible after Kim Moore's return from vacation. The roll-out of the DDTI address management system has been favorable and completed for the Villages of Lansing, Dryden, Cayuga Heights and the Town of Ithaca. Progress and focus for the records management and cleanup of name merge and address validation has been limited since the departure of Scott Roman and Brian Cameron. Greg announced that the ITS Department does have funding available for a temporary position in 2013 to assist with these tasks and will begin recruitment in the next three weeks.

d. IBR - Nothing reported.

e. DA Software Replacement / Spillman Integration - Greg Potter reported that the SmartOffice initiative has started with the DA's office which will primarily be focused on internal office processes and data management. At this point in time the integration with, or transfer of data/records with the Spillman system is not a priority. Chief Steinmetz reported that Andrew Bonavia has been appointed by Gwen Wilkinson to serve as the DA representative to LETSS.

f. Training/Personnel Table Updates – Currently these tables are only being used and configured by IPD. Cayuga Heights reviewed the Spillman modules, but decided against using this module since personnel records must be managed in a single location which will remain in a paper format.

g. Non Custody Booking Number Schema – It was identified that when reviewing Involvements and possible arrest there can be a difference between the case and booking numbers. Greg stated he did not have the understanding of the issue to respond and would raise the conversation with Kim.

ACTION ITEMS: *Greg to review Non Custody Booking number schema question raised by LETSS with Kim. Make modification to next review dates for Policy 1204 and 1205.*

2. TraCS - Greg reported that ITS has begun reviewing the TraCS 10 upgrade and server consolidation project and will better define a potential schedule in the near future. Sgt Daly indicated that NYSP has migrated to TraCS 10, but has experienced performance difficulties which may be the result of the network connectivity. Greg and Loren provide and overview of the technical differences between the current multiple server configuration and the proposed centralized TraCS 10 server hosted by Tompkins County. One of the next project steps will also be to define what collective decisions or standards will be required or recommended.

ACTION ITEMS: *none*

3. LiveScan

Greg, Kim, and Loren have researched alternatives to the LiveScan latency issues at the Sheriff's Office and may implement an alternative connectivity option. However, Broome County who provides q service as our regional "store and forward" location indicated that some of the issues may be corrected in the near future.

4. **Citrix / SJS** – Chief Ryan indicated that the SJS account as modified by ITS to access and change the Village of Dryden SJS records as needed is still not functioning. Greg will review.
5. **General Topics**
 - a. **CJIS 2013** - Nothing new to report
 - b. **Mobile/Fleet** - Nothing new to report
6. **LETSS Administration**
 - a. **ITS Staffing** – Greg reported that ITS is preparing the 2014 budget and it is unlikely that any changes will result in the current level of funding for the ITS Public Safety accounts.
7. **Other Topics**

Brian Wilbur mentioned that a new Dispatcher has been hired, but must first complete the training program. He also mentioned that the Dispatch Center received their first 911 call via a text message converted to audio. He is not certain how this feature has been configured or coordinated, but Verizon did not communicate with Tompkins County about this option. Brain will run additional tests to confirm the text to audio 911 functionality and investigate with Verizon.

A motion was made by Chief Ferretti and seconded by Lt Williams to adjourn at a time of 1403 hours. Motion passed unanimously.