



## Law Enforcement Technology Shared Services

11/16/2016 Meeting

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

**DATE:** November 16, 2016  
**TIME:** 1:00-3:00 PM  
**LOCATION:** Department of Emergency Response (large conference room)

**PRESENT:** Kim Moore (TC ITS), Melissa Harmon (IPD), Chief Steinmetz (Cayuga Heights), Adam Mahnke (Cornell), Ashley Percey (Cornell), Loren Cottrell (TC ITS), John Arsenault (IPD), Greg Potter (TC ITS), Kelly Daley (NYSP), Jeff Huddle (Trumansburg), Lt Williams (Groton), Christina Dravis (DOER), Jason Marchenkopf (Park Police), Sgt Lawrence (Dryden)

**EXCUSED:** Beau Saul (TC3), Julie Malysa (Park Police), Cattyann Campbell (TC ITS), David W Smith (NYSP IT), Chief Mack (Dryden), Jack Crance (DOER), Lee Shurtleff (DOER), Lt Donahue (TCSO), Brian Wilbur (DOER), Deputy Smith (TCSO), Justin Vann (DOER), Chris Saxon (DOER) Penny VanSchoick (District Attorney), Julie Holcomb (City IT), Alan Karasin (City IT), Barry Banfield (IPD)

Meeting opened, 1305 hours.

### Meeting Focus:

#### Spillman

##### a. Implementation Tasks

- i. **Insight** – Kim reported Whitebox is working on the data conversion and hope to have test data to us in the next month or so.
- ii. **CAD to CAD Transfer** – Adam Mahnke reported that they are still working on datasets.
- iii. **Statelink** – Nothing new to report.

##### b. Policy/Procedure

Approved and updated.

##### c. System Maintenance Update

###### i. Geo-Base / Common Name Updates

Nothing new to report.

#### TraCS 10

Kim reported that there was an issue with a LEA that got the crypto-virus on their local machine, causing the files in the TraCS share to be locked. She iterated that it was local to that machine and the files in the share, but asked that agencies be aware and diligent as this is one of the concerns that arise with shared services as we have here in the County. During the process of tracking/removing the crypto, Kim “broke” TraCS reporting, it has since been restored.

#### LiveScan

Kim reported that we continue to struggle with the new system.

#### General Topics

**CJIS** Kim reported she will be working to implement new security features in early 2017, and while cumbersome, they are required to meet CJIS standards.

**a. Proposed Online Forms – Add/Remove User, Incident** – Greg demonstrated a new IT initiative of online forms for adding, removing users as well as future incident reports. Form was well received by group, agreed to test moving forward.

**b. DA Software**

Loren reported the meetings with the LEA's to move toward paperless report exchange has been going very well. Next meetings will be with IC, CU and TC3.

**c. Sex Offender Registry – Offender Watch**

Greg reported the contract is completed and signed, Kim will coordinate roll out and training.

**d. IPD Wants/Warrants Workflow** – Kim reported that IPD would like to add workflow to wants/warrants. Agreed that City IT can enable and test.

**e. TCSO Body Cameras** – This is a 2017 scheduled project.

**f. County Core Switch Replacement/Scheduled Outages** – Greg reported that there will be scheduled outages in early 2017 to coordinate replacement of County Core switches.

**LETSS Administration**

**a. LETSS Agreement Renewal** - Chief Steinmetz and Greg reported that the current agreement expires 12/31/2016. Agreed to extend for 5 years, Greg will coordinate signatures.

**b. 2017 Officers** – Officer nominations were held, Chief Steinmetz will continue as Chair, Officer Arsenault will act as Vice Chair.

**c. 2017 Meeting Schedule** – Agreed to continue bi-monthly meetings.

**Meeting adjourned 1430 hours.**