



Law Enforcement Technology Shared Services

07/13/11 Meeting

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

DATE: July 13, 2011
TIME: 1:00-3:00 PM
LOCATION: Department of Emergency Response (large conference room)

PRESENT: Kim Moore (TC ITS), Chief Ryan (Dryden), Sgt Wright (Ithaca PD), John Arsenault (Ithaca PD), Sgt Steinmetz (Cayuga Heights), Chief Ferretti (Trumansburg), Lt Williams (Groton), Sgt Zigenfus (TCSO), Undersheriff Osborne (TCSO), Brian Wilbur (DOER), Sgt Daley (NYSF), Charles Smithers (DOER), Greg Potter (TC ITS), Alan Karasin (Ithaca IT)

EXCUSED: Kari Stamm (DA)

Opened 1:00 pm

1. Spillman

a. Updates

- i. **Patch 1106.1** – We need to apply this patch to correct the partition privileges and the “un-validating” of addresses when mobile forms attach (second attempt to correct address issue)
- ii. **Spillman access for Suzi Cook** – Agreed that a Spillman account with privileges identical to DA will be created.
- iii. **NY Forms – Monthly Conference Calls** – Meetings are progressing, Spillman sent doc with screen shots to share with LETSS. Kim showed the doc during the meeting and will forward to any agency that would like copies.
- iv. **USB “L” adapters** – these adapters were purchased by TCSO to alleviate the USB connectors getting caught/broken by the tight space allowed between the tablet and the keyboard. The adapters can be purchased through eBay: http://cgi.ebay.com/10x-90Degree-USB-Male-Female-Down-Right-Angle-Adapter-/180638875381?pt=LH_DefaultDomain_0&hash=item2a0eea7ef5
- v. **Verizon Billing** – Kim is working with Verizon to begin the change over for account responsibilities to each agency for their aircards (effective 12/31/2011)
- vi. **Tablet Specs** – Kim reported that the new tablet specs will be the Fujitsu901, touch screen, Win7 32 bit (TraCS will not support 64 bit), 4 GB ram (max allowed for Win 7 32). The only app not able to run is VNC – Alan believes he has an app that will work for this.
- vii. **Netmotion Desktop Installations for Villages** – Kim reported she has completed the testing of one Netmotion installation at each of the Village locations. Each test has been successful, and the agencies are finding the interface to be much easier than Citrix, and with the added benefit of access to legacy eJustice without having the use the previous VPN option offered by the County, agencies would like to proceed with additional installations. Kim and Greg will schedule a meeting with Network Administrator, Iretta Ellis, to discuss County concerns before Kim proceeds with any additional installations.

ACTION ITEMS: *Kim to coordinate Spillman patches, set up user account for Suzi Cook. Kim/Greg to schedule meeting with Iretta Ellis.*

b. Implementation Tasks:

- i. **NYSP Installations** – NYSP is reporting that they have the replacement hardware and are testing set up/installations. Once they have the green light, they will proceed with SP Ithaca installs. Greg/Kim continue to work on the details of getting the M O U signed.
- ii. **Statelink / Statelink Hit Detection** – Greg reported there have not been any recent calls, most likely due to summer schedules. Jefferson is now working to test Statelink through NyeNet/OneNET connection.
- iii. **Alarm Interface / Digitize** – The cutover to the new Digitize system is scheduled for the end of August..
- iv. **LiveScan Integration** – Kim reported that Spillman has been having difficulties getting information from L1 Identity/Comnetix. She will pressure Spillman for action on this item.
- v. **Insight**– Still on the list for implementation tasks.
- vi. **Compstat** – Compstat is set up and ready to go. Kim worked with Trumansburg to create observed codes for Grassroots, which any agency involved should consider using. Kim to investigate options for making “observed” field mandatory on the Mobile call-close out form.
- 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

- 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

ACTION ITEMS: *Work on drafting next policies.*

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: *Kim to schedule sub-comm meeting.*

e. **IBR**

- i. **Report** – All agencies have successfully submitted with exception of Trumansburg and TCSO(staffing issues). Dryden will be working with Trumansburg to help with their processing.

ACTION ITEMS: *Kim to investigate removal of report*

f. **Future Topics**

- i. **Custom Reports** - Nothing new to report.
- ii. **Web "Portal"** - Nothing new to report.

ACTION ITEMS:

2. **TraCS**

- a. **IC** – nothing new to report.
- b. **March 2011 Patch** – Will schedule this update in the near future.
- c. **HPST / TraCS State Server Outage** – The HPST servers at the State were down from July 2 – 7. No data transferred during that time.

ACTION ITEMS: *Kim to schedule update.*

3. **LiveScan**

Nothing new to report.

4. **Citrix / SJS**

"End of Life" date for data ENTRY to SJS (DCJS Conversation) – Nothing new to report.

5. **LETSS Administration**

- a. **New Member Discussion** – Dispatch needs to be added as permanent member
- b. **LiveScan Agreement Update (rewrite terms)** – Agreed that we will rewrite for extending the terms.
- c. **Citrix Agreement Update (rewrite terms)** – Agreed that we will rewrite for extending the terms.
- d. **Budget Details** –No changes.

ACTION ITEMS: *Rewrite or modify agreements*

Adjourned 2:35 pm