



Law Enforcement Technology Shared Services

11/09/11 Meeting

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

DATE: November 9, 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), Sgt Steinmetz (Cayuga Heights), Lt Williams (Groton), Sgt Zigenfus (TCSO), Undersheriff Osborne (TCSO), Brian Wilbur (DOER), Sgt Daley (NYSP), Charles Smithers (DOER), Greg Potter (TC ITS), Alan Karasin (Ithaca IT), Chief Ryan (Dryden)

EXCUSED: Kari Stamm (DA), Chief Ferretti (Trumansburg),

Opened 1:00 pm

1. Spillman

a. Updates

- i. **Server Replacements** - The work for this should be happening in the next few weeks. Kim will update as she has info.
- ii. **Spillman access for Suzi Cook** - Access granted. Suzi has questions about what is being sealed, Kim directed her to each individual agency.
- iii. **NY Forms - Monthly Conference Calls** - Forms are being tested at CU. E-mail sent regarding hours to test the forms at CU, so far Dryden and IPD have viewed. TCSO will be sending officers this week.
- iv. **Verizon Billing** - Kim is finalizing details to get the aircards converted as of December 23, 2011.
- v. **Netmotion Desktop Installations for Villages** - Kim reported she has approval from County IT to complete the installs. Instead of individual accounts, each agency will be assigned one user (similar to set up in mobile)
- vi. **NYSPILL** - The first NY User's group will be held here in Tompkins, December 5 and 6. The two days have been broken into 4 sessions/tracks: Dispatch, GIS, Records and Mobile.

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:

2. TraCS

- a. **IC** – nothing new to report.

3. LiveScan

Nothing new to report.

4. Citrix / SJS

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

5. LETSS Administration

- a. **2012** – December will be our new Chairperson elections and 2012 workplan session.
- b. **New Member Discussion** – Dispatch needs to be added as permanent member. TC3 needs to be approached.

- c. **LiveScan Agreement Update (rewrite terms)** – Agreed that we will rewrite for extending the terms.
- d. **Citrix Agreement Update (rewrite terms)** – Agreed that we will rewrite for extending the terms.
- e. **Budget Details** –No changes.

ACTION ITEMS: *Rewrite or modify agreements*

Adjourned 2:45 pm