

Information Services Policy Committee
Thursday, October 12, 2017, 1:30 PM
Room 214, City County Building

Meeting Minutes

ISPC members in attendance: Todd Wiltgen, Leirion Gaylor Baird and Brandon Kauffman.
Information Services staff members in attendance: Steve Henderson, James Anderson, Craig Gifford and Jeff McReynolds.

Wiltgen called the meeting to order at approximately 1:50.

Wiltgen called attention to the Open Meeting Act information posted in the room.

There was no public comment.

The September 14, 2017 minutes were approved 2-0, with one abstention.

Henderson reported that the current Information Services fund balance was \$1,735,679.66. Some group discussion followed regarding the general concepts and history regarding the fund balance review. Beyond that conversation, Henderson had no further comments about the balance. A copy of the fund balance graph is included later in these minutes.

Henderson stated that Information Services is well underway with cost allocation work – the rate-setting process. He mentioned the accelerated cost allocation schedule influenced by the intention of delivering budget information to the City Council earlier in the overall budget process. The current estimate is that rate information will be available early in 2018. As always, Information Services will strive to keep individuals like Brandon and Dennis apprised of how the rate-setting effort is progressing. Henderson also provided an update on activities regarding the HR/Payroll project. Presentations from all three vendors will likely be scheduled in late October and early November. The Evaluation Team is being finalized. There was some group discussion about what was driving the project (the pending obsolescence of the current system) and some of the potential benefits a new solution might provide (less paper, more self-service, more streamlined business processes, for example).

Anderson mentioned the ongoing issue of CJIS considerations. An earlier meeting designed to include Wiltgen for conversation with CJIS consumers was cancelled; Information Services is exploring ways in which to re-engage that dialogue. There was some discussion about inviting the dominant CJIS users to ISPC for additional conversation – that certainly is a possibility. Additional conversation revolved around how to frame the necessary decision-making regarding CJIS – whether in the budget process or some other approach. It was noted that any CJIS project, if launched in the near future, would be active at the same time as the HR/Payroll project. It was also stated that any CJIS decisions are time-sensitive to both city and county budget timelines. On different topics, Anderson stated that the Accela upgrade go-live is November 6, 2017. IS staff has been meeting with the Sheriff's office to explore the possible new website design. Work continues on various retro-pay processes. General Assistance appears

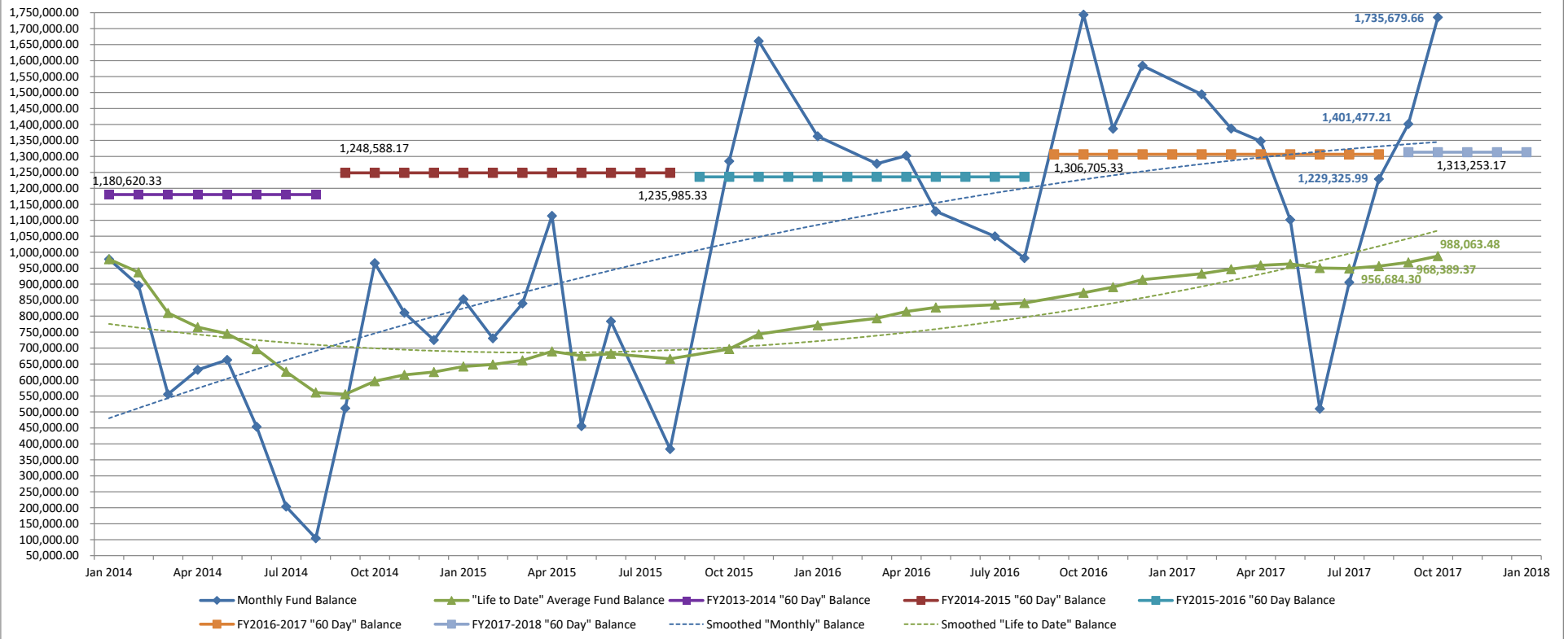
headed for a go-live in mid-November. A copy of the Systems Development status report is included later in these minutes.

Gifford mentioned that Office 365 is close to implementation. There was some discussion about options for licensing Office – whether via 365, or individual copies...and some of the differences in licensing details for each. A copy of the Infrastructure status report is included later in these minutes.

McReynolds noted that his status report contains information about the migration to the new infrastructure. The next major project is the consolidation of individual geodatabases into a single enterprise database. Work is underway with MAPA to acquire imagery – imagery is also moving to a two-year schedule for acquisition. There was also a discussion about the new LIDAR dataset, along with its resolution. McReynolds is working with 911 to introduce a more geo-referenced response approach. A copy of the GIS status report is included later in these minutes.

With no further business to conduct, Wiltgen adjourned the meeting at approximately 2:50.

Information Services Fund Balance - January, 2014 to Present



INTER-OFFICE MEMO

TO: Information Services Policy Committee
FROM: Jim Anderson, Systems Coordinator, Information Services
DATE: October 12th, 2017
SUBJECT: Monthly Report

SYSTEMS DEVELOPMENT PROJECTS

1. Criminal Justice Information System (CJIS)

Discussion with LSO on next steps.

2. Accela Automation

Civic Platform version 9.1.3 go-live scheduled for November 6th.

3. County Website Update

Migrating LSO to new design for demo purposes.

4. Payroll

PAGE union retro pay complete.
LMCEA union retro pay in progress.

5. Development Projects

General Assistance: Coding mostly complete. Testing by GA staff with a go-live of mid-November.

INTER-OFFICE MEMO

TO: Information Services Policy Committee
FROM: Craig Gifford, Technical Support/Operations Coordinator, Information Services
DATE: October 11, 2017
SUBJECT: Monthly Report

ENTERPRISE SERVICES PROJECTS

State Data Center

Fiber for State network utilization remains to be moved/reconfigured

AWS - Amazon Web Services

Police Watchguard Video - Body Cam video archive storage
WatchGuard is not going to have the AWS integration available in the near future.

Microsoft Office 365

New Tenant "LinLanc.OnMicrosoft.Com" is fully functional for Office installs

Hybrid Exchange email environment is established

Test email accounts are being moved to Exchange Online.

Network Services

Fiber requirements for EoC move to Youth Services location

MEMORANDUM

To: I.S.P.C. Chair
From: Jeff McReynolds, GIS Program Manager
Date: October 12, 2017
Subject: GIS Report to I.S.P.C

Ongoing GIS Efforts

- Enterprise System Architecture
 - 5 primary applications initial effort
 - GIS Viewer db = 100% svcs = 100% app = 80%
 - Development Viewer db = 100% svcs = 100% app = 30%
 - Accela Web Services db = 100% svcs = 100% app = 100%
 - PW One Call db = 100% svcs = 100% app = 0%
 - PW Clip-Zip-Ship db = 100% svcs = 100% app = 0%
 - Imagery Tile Pack = 20% Load to Cloud (AGOL) = 20%
- Enterprise GIS Database Consolidation - Local Government Information Model (LGIM)
 - Consolidate 13 databases into 1 'standardized' model
- Imagery
 - MAPA RFP released Friday, October 7, 2017.
- USGS LiDAR project
 - Continues as expected (no effort, just waiting!)
 - Expected final delivery – December, 2017
- NG911 Addressing
 - Continue review of PSC funding submission with 911 regarding the matching of GIS address data with phone company address data to ensure a NENA standard minimum 98% match rate.
- CAD Standards for Plat submission
 - Met with representatives from the development community to discuss submitting files in CAD format as opposed to PDF documents. Initial discussions with them were that they were fine with submitting Final Plat documents, but had some reservations about others. We will be moving forward with making this official with a subdivision plat ordinance change to go before Planning Commission & City Council, and continue to collaborate with them on other outstanding issues.
- GIS Advisory Group
 - Draft Charter will follow same format as the Information Security Advisory Group.