



ARMS Policy Board Meeting Minutes

DATE: August 17, 2017
3:30 PM

PLACE: City of Urbana – 2nd Floor Conference Room
400 South Vine Street, Urbana, IL

MEMBERS PRESENT: Chief Jeff Christensen, UIPD
Deputy Chief Joe Gallo (proxy for Chief Anthony Cobb, CPD)
Chief Sylvia Morgan, UPD
Chief Deputy Allen Jones (proxy for Sheriff Dan Walsh, CCSO)
Lt. Jeff Wooten, RPD

MEMBERS ABSENT: None

STAFF PRESENT: Sanford Hess, Urbana IT
Dave Wakefield, Urbana IT

OTHERS PRESENT: None

1. Call to Order

The meeting was called to order at 3:32 pm by chair Morgan.

2. Additions to the Agenda

- Chief Jones added the NIBRS reporting topic to the agenda, under New Business.

3. Approval of Minutes

- Motion to approve the agenda by Lt. Wooten, seconded by Chief Christensen.
- The minutes passed unanimously.

4. Public Input

There was none.

5. Staff Report

- IACP Technology Conference
 - Sanford said that he sent out a report summarizing the conference.
- eCitations
 - Sanford reported that Quicket is taking a long time to perform their actions.

- The process is still waiting on a successful verification that a file can be produced.
- There will be a face-to-face meeting on August 18.
- User Security cleanup
 - Dave created a screen allowing agencies to deactivate users.
 - Reports were sent out listing people who hadn't signed on in the last 90 days.
- Development Update
 - Sanford described the meetings that went on with the Case Management group.
 - Three outputs:
 - Some recommended steps for Case Management
 - Output from JANO was combined with ARMS data to help people see the status of cases in Case Management and JANO side-by-side.
 - Dave is working on some small changes.
 - One big change, *which is NOT being done now*, is to rewrite ARMS Case Management to be by defendant, not by Offense.

6. Reports of committees and officers.

- There were none.

7. Unfinished business.

- Parkland College is a direct agreement between Parkland and Urbana.
 - Parkland is reviewing the agreement.

8. New Business

- User-Group appointment for Patrol Sergeant seat.
 - Sgt. Andrew Hewkin was approved as the new representative for this seat.
- ARMS replacement
 - Sanford gave a short history of METCAD's discussions with TriTech.
 - Sanford gave three scenarios:
 - Stick with ARMS, and let METCAD decide what to do.
 - Work with METCAD and choose a new RMS that's tied into their vendor.
 - Purchase a different RMS and make it work with METCAD's system.
 - Sanford recommended a next step of reviewing some RFP requirements.
 - Sanford's suggestion is that we'd want to do an RFP for a consultant next.
 - Decision was made to work with the METCAD policy board on policy options.
 - Suggestion was also made to employ the User Group as the subcommittee to review the requirement details.
- NIBRS Reporting

- Chief Jones gave a summary of the selection process so far, and the upcoming training session.
- Dave Wakefield will be attending along with CCSO staff.
- Sanford said that ARMS already has some of the validation built-in, but that additional programming will be needed.

- ARMS replacement /NIBRS Reporting
 - Summarizing the two last topics, the process would entail releasing an RFP to hire a consultant.
 - Sanford is going to do some research prior to the next meeting.
 - Sanford was asked to attend the next METCAD Policy Board meeting to discuss these topics.

9. Adjournment.

- The meeting adjourned at 4:37 PM.
 - Having reached the end of the agenda, Chief Morgan adjourned the meeting.