



ARMS Policy Board Meeting Notes

DATE: May 19, 2022
3:00 PM

PLACE: Urbana City Building

MEMBERS PRESENT: Chief Alice Cary, UIPD
Deputy Chief Matt Bain, UPD (proxy for Chief Richard Surles)
Chief Deputy Shannon Barrett, CCSO (proxy for Sheriff Dustin Heuerman)
Deputy Chief Rodney Sullivan, RPD

STAFF PRESENT: Sanford Hess, Urbana IT

OTHERS PRESENT: Tim Smith, METCAD

1. Call to Order –

- As there was not a quorum, the meeting was not called to order. However, there was discussion of recent updates as a Staff Report.

2. Staff Report

- NIBRS
 - Tim Smith reported that 2021 NIBRS data was submitted and Q1 2022 is in process.
 - Tim described that after the conversion to the new RMS, cases will be re-numbered. This will cause some extra steps for updates to cases that are submitted before the conversion – those will need to be manually updated. **This will require more staff time for these updates.**
 - Tim said that to certify the new RMS, only two months of data will need to be submitted.
- RMS updates
 - Tim reiterated that the new date is likely to be August 16, 2022.
 - Interface work with JANO and LexisNexis is underway.
 - The team is working on the solution for ISP Stop Data.

- City Court data for Champaign is a recent discussion. Champaign pulls a list of NTAs to be uploaded into their City Court system.
- METCAD is looking into refresher training towards the end of June.
- Tim gave an update on Conversions: the eighth practice run of conversion occurred earlier this week.
 - Sanford underscored the importance of each Agency checking the converted data to make sure incidents, evidence, and other information has come through correctly.
- ARMS Fund Balance
 - Sanford said that the projected surplus in the ARMS fund will be \$240,000 – assuming that no unexpected spending occurs. One scenario that could change this is if ARMS needs to be extended past September 30, 2022 because the warranties for the machine will need to be extended.
 - Sanford proposed a way of refunding the ARMS fund balance, based on a summary of contributions. He showed a spreadsheet of contributions since 2013 (when the balance was zero), and proposed a percentage based on the amounts contributed.