

Area-wide Records Management System

ARMS Policy Board Meeting Minutes

DATE: April 11, 2018

8:00 AM

PLACE: City of Urbana – 2nd Floor Conference Room

400 South Vine Street, Urbana, IL

MEMBERS PRESENT: Chief Matt Myrick, UIPD

Chief Anthony Cobb, CPD

Deputy Chief Bryant Serpahin, UPD (proxy for Chief Sylvia Morgan)

Sheriff Dan Walsh, CCSO Chief Tony Brown, 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 8:00 AM by chair Walsh.

- 2. Additions to the Agenda
 - None.
- 3. Approval of Minutes
 - Motion to approve the minutes by Chief Cobb, seconded by Chief Myrick.
 - The minutes passed unanimously.
- **4. Public Input -** There was none.
- 5. Staff Report
 - eCitations update
 - Sanford reported his discussion with Katie Blakeman, who is in favor of continuing a good-faith effort to complete the CCSO's testing.
 - Sanford sent the list of issues to Quicket, but no response yet.
 - Thursday, April 12 Lt Shaw will demonstrate Quicket for Kate Blakeman so that she understands the impact on officers.

 At this point, discussions are continuing with Quicket – and waiting on the results of testing.

6. Reports of committees and officers.

• There were none.

7. Unfinished business.

- ARMS 2019 Budget
 - Chief Cobb expressed concerns about the spending increase, but reported that CPD will not object to the budget.
 - Sanford asked for guidance on objections to the budget.
 - Chief Myrick motioned to approve the budget, seconded by Chief Brown.
 - o The motion passed unanimously with a roll call.
- After further recommendations to the UPD, Sanford volunteered to invite a representative from the Illinois Business Consultants to the May meeting.

8. **New Business**

None

9. Adjournment.

- The meeting adjourned at 8:15 AM.
 - Having reached the end of the agenda, Chair Walsh adjourned the meeting.