



## ARMS Policy Board Meeting Minutes

**DATE:** May 16, 2019  
3:30 PM

**PLACE:** City of Urbana – 2<sup>nd</sup> Floor Conference Room  
400 South Vine Street, Urbana, IL

**MEMBERS PRESENT:** Chief Craig Stone, UIPD - Chair  
Chief Tony Brown, RPD  
Chief Bryant Seraphin, UPD  
Sheriff Dustin Heuerman, CCSO

**MEMBERS ABSENT:** Chief Anthony Cobb, CPD

**STAFF PRESENT:** Sanford Hess, Urbana IT  
Dave Wakefield, Urbana IT  
Tim Smith, Urbana IT

**OTHERS PRESENT:** Jeff Wooten, METCAD  
Ralph Caldwell, METCAD

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1. **Call to Order** - The meeting was called to order at 3:30 PM by Chair Brown.
2. **Additions to the Agenda**
  - None.
3. **Approval of Minutes**
  - Motion to approve the minutes by Chief Seraphin, Second by Chief Stone.
  - The minutes passed unanimously.
4. **Public Input**
  - None.
5. **Staff Report**
  - Development update
    - Tim Smith described work on the following:
      - New validation routines for badge numbers in data entry.
      - State Lab information on the “Package Type” of the Evidence was added as a required field.

- Queries on Juvenile Expungements and Use of Force information
- Dave Wakefield described work on the following:
  - Expungement improvements
  - Queries for Body Camera incidents for State Reporting and also for a Grant received by Champaign Police.
- Sanford described how queries help find juvenile incidents that *could* be expunged, but that additional effort is needed on each incident, such as:
  - Running names in LEADS to look for other activity.
  - Expunging the narrative.
- Move away from DB2 Web Query
  - Sanford described how the development of SQL Server database is meant to save license costs for DB2 Web Query – approximately \$15,000.
  - Sanford said that this database will also serve as the long-term home of ARMS Data after it is retired.
- Sanford described his trip to Tyler Connect
  - Sanford described how Tyler software is in a transition from an old version to a newer web-based version.

## 6. Reports of committees and officers.

- There were none.

## 7. Unfinished business.

- Proposed ARMS Budget for July 2019 – June 2020
  - Chief Stone made a motion to approve the budget, Sheriff Heuerman seconded.
  - Votes were unanimous for all members present.

## 8. New Business

- Form a Working Group for ARMS Replacement
  - Jeff Wooten reported that he attended sessions on the CAD System at Tyler Connect and was pleased with what he saw.
  - Ralph Caldwell summarized timelines for the procurement process for a contract with Tyler.
  - The group discussed possible locations for the computer equipment. Two locations were deemed viable: METCAD and Champaign County.
    - Sanford Hess volunteered to get pricing and infrastructure requirements for hardware items to help determine feasible locations.
  - Jeff Wooten described the reaction to the Fire RMS presentation that occurred July 15.
  - Jeff Wooten talked about a meeting he and Sanford Hess attended with Chiefs of the smaller agencies to brief them, and reported that there was interest in having Mahomet participate in the Working Group.

- Sanford described a working group with these features:
  - Two representatives from each agency.
  - A concentrated period of effort in July/August.
  - Will meet with Tyler experts to answer questions.
- Sanford was directed to create a working group as suggested, and was told to include:
  - Jeff Wooten to represent METCAD
  - One representative from Mahomet Police
  - Representation from Tyler
  - A CCSO representative from the Jail System team

**9. Adjournment**

- The meeting adjourned at 4:28 PM.
  - Having reached the end of the agenda, Chief Brown adjourned the meeting.