



**Department of Emergency Services**  
**Division of State Radio**  
 Computer Aided Dispatch Project

**Meeting Agenda**

<b>Meeting Title</b>	CAD Weekly Progress Meeting	<b>Time</b>	14:30 to 15:30
<b>Date</b>	7 April 2008	<b>Place</b>	Fraine Barracks, DES Conference Room: Enter through Schafer Street gate
<b>Facilitator</b>	Christy Smith	<b>Call-In #</b>	N/A

<b>Accept/Reject:</b>		<b>Date:</b>	
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**Invitee List:**

1. Russ Timmreck
2. State Radio Supervisors
3. Larry Ruebel
4. Carrie Oswald
5. Sarah Keney
6. James Boehm
7. Jim Crow
8. Pam Schafer
9. Gordon Christensen
10. Justin Data
11. Christy Smith

**In Attendance:**

1. Russ Timmreck
2. Rosalie Doerr
3. Bill Haas
4. Dave Kulackoski
5. Larry Ruebel
6. James Boehm
7. Jim Crow
8. Gordon Christensen
9. Justin Data
10. Christy Smith

#	Agenda Item	Time Allotted	Presenter or Moderator
1	Project Status: RFI Execution & RFP Planning	30	Christy Smith

Discussion:

- The RFI Project Plan was signed-off on 3/27 by Russ. We are now in the Execution & Control phase of the RFI project.
- Review project schedules for RFI and RFP.
- Roles & Responsibilities: time investment anticipated for:
  - Technical Group
  - Stakeholders
  - Executive Committee
- Schedule Executive Committee Quarterly Meeting

2	Follow up from previous action items	15	Technical Group
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Discussion:

- Distribute final core requirements to stakeholders (Christy Smith)
  - It was decided in the last meeting to post the RFI with final core requirements on the CAD website at the same time that the Notice for RFI is posted on the State's website, since both sites are public.
- Jim Boehm and Russ will talk with Ken Dahle to identify point of contact for Nebraska State Police (Jim Boehm and Russ Timmreck)
  - A website of CAD RFPs has been received.
  - A copy of Nebraska's RFP has been received.
  - Rhode Island also has a state-wide CAD system.
- Executive Committee / LPO Review of RFI
  - The RFI is currently being reviewed by the Executive Committee members and by Gartner Research. That review period will end next Tuesday, 8 April.

<ul style="list-style-type: none"> <li>▪ Sign-off RFI <ul style="list-style-type: none"> <li>○ Anticipated on or before 4/11.</li> </ul> </li> <li>▪ Issue RFI for 14 days <ul style="list-style-type: none"> <li>○ Anticipated on or before 4/16.</li> </ul> </li> </ul>			
<b>3</b>	<b>New Issues &amp; Concerns</b>	15	Technical Group
<p>Discussion:</p> <ul style="list-style-type: none"> <li>▪ A Risk Log will be established to track the following: <ul style="list-style-type: none"> <li>○ Time risk: Gartner Research results indicated that some CAD systems have taken 3-4 years to operate at full capacity.</li> <li>○ Cost risk: Gartner Research results indicated that CAD systems comparable to what the State is looking for have cost \$1M or more in other states.</li> <li>○ Not having a current statewide base map with standard measurements is a risk.</li> </ul> </li> </ul>			

#	Action Item	Assigned To	Due Date
1	Executive Committee / LPO Review of RFI	Executive Committee / Gartner	4/8/08
2	Sign-off RFI	Russ Timmreck	4/11/08
3	Distribute vendor list to Technical Group	Christy Smith	4/11/08
4	Contact NE and RI for more info on statewide CAD system	Jim Boehm	4/14/08
5	Issue RFI for 14 days	Jackie Bosch / Christy Smith	4/16/08
6	Schedule Executive Committee Quarterly Meeting	Russ Timmreck	7/31/08