



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

**Meeting Minutes**

<b>Meeting Title</b>	CAD Weekly Progress Meeting	<b>Time</b>	3:00 – 5:00 PM
<b>Date</b>	10 June 2008	<b>Place</b>	Fraine Barracks, DES Conference Room
<b>Facilitator</b>	Christy Smith / Justin Data	<b>Call-In #</b>	N/A

<b>Accept/Reject:</b>		<b>Date:</b>	
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- Invitee List:**
1. Russ Timmreck
  2. Mike Dannenfelzer
  3. State Radio Supervisors
  4. Holly Gaugler
  5. Larry Ruebel
  6. Bob Nutsch
  7. Carrie Oswald
  8. Sarah Keney
  9. James Boehm
  10. Jim Crow
  11. Pam Schafer
  12. Gordon Christensen
  13. Justin Data
  14. Christy Smith

- In Attendance:**
1. Russ Timmreck
  2. Rosalie Doerr
  3. Bill Haas
  4. Larry Ruebel
  5. Bob Nutsch
  6. Carrie Oswald
  7. Jim Crow
  8. Justin Data
  9. Christy Smith

#	Agenda Item	Time Allotted	Presenter or Moderator
1	CAD Weekly Meeting Schedule	5 min	Christy Smith / Justin Data
Discussion: <ul style="list-style-type: none"> <li>▪ Recurring date/time for the CAD weekly meeting               <ul style="list-style-type: none"> <li>○ The team decided to keep the weekly CAD progress meetings on Mondays from 2:30 – 3:30 PM.</li> <li>○ Christy will be leaving ITD on 6/20. Justin Data will serve as the project manager as of 6/23.</li> <li>○ Christy will send a CAD meeting cancellation, and Justin will re-send the appointment as the new organizer.</li> </ul> </li> </ul>			
2	RFP Implementation	30 min	Christy Smith / Justin Data
Discussion: <ul style="list-style-type: none"> <li>▪ RFP Project Plan is ready for Sign-Off: Kick-off Implementation Phase</li> <li>▪ Revised Schedule for Implementation</li> <li>▪ Review / Finalize RFP:               <ul style="list-style-type: none"> <li>○ Requirements</li> <li>○ Functional/Technical/Operational Questions</li> <li>○ Grading Criteria                   <ul style="list-style-type: none"> <li>▪ Thursday afternoon at 3:00PM may work as alternative follow up meeting.</li> </ul> </li> </ul> </li> <li>▪ Upon group's satisfaction, rollout of the above to stakeholders for feedback.</li> </ul>			

#	Action Item	Assigned To	Due Date
1	Send Nebraska RFP to Bob Nutsch, to expand GIS Functional Requirements in CAD RFP.	Christy	6/11/08
2	Expand PM Service Requirements in CAD RFP.	Justin	6/11/08