



## REGIONAL MUNICIPALITY OF NIAGARA POLICE SERVICES BOARD

### INFORMATION TECHNOLOGY COMMITTEE MEETING PUBLIC MINUTES

Thursday, July 9, 2020

VIA TELECONFERENCE

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#### CALL TO ORDER

The Public Information Technology Committee Meeting of the Niagara Police Services Board commenced at 10:17 am.

#### ROLL CALL

PSB MEMBERS:

- Mr. K. Gansel, Board/Committee Chair
- Mr. B. Steele, Board Vice Chair
- Mr. H. D'Angela
- Mr. D. Eke
- Mr. B. Gale
- Mr. K. Gibson
- Ms. T. McKendrick

Ms. D. Reid, Executive Director

NRPS MEMBERS:

- Chief B. MacCulloch
- Deputy Chief B. Flynn, Operational Services
- Deputy Chief B. Fordy, Support Services
- Mr. A. Askoul, Director of Technology Services
- Mr. R. Audeh, Technology Projects Manager
- Mr. T. Roome, Public Safety Radio System Manager
- Ms. L. Rullo, Finance Manager

#### DECLARATIONS OF CONFLICT/PECUNIARY INTEREST

There were no declarations of conflict or pecuniary interest.

#### NEW BUSINESS

##### 1. Microsoft Office 365 Implementation Update

The Committee considered Service report dated July 1, 2020 to provide the Board with a status update on the implementation of the Microsoft Office 365 (MS365/O365) platforms.

Mr. Askoul advised that the Service is currently working on updating its Information Technology Strategic Plan to align with the Niagara Regional Police Service 2019-2021 Strategic Plan. The new IT Plan will be brought to the Board for approval upon completion, as soon as reasonable.

Committee Chair Gansel requested that a six-month status update report be brought to the Committee to include information that highlights the storage space benefits realized by the Service as it advances its use of cloud storage for information versus any previous physical space requirements there were needed for servers and related equipment.

Moved by: H. D'Angela

Seconded by: D. Eke

**That the information be received.**

**Carried.**

**2. Digital Evidence Management System (DEMS) – Update**

The Committee considered Service report dated June 29, 2020 to provide the Board with advance notice that the Service will be submitting a 2021 capital budget business case in the amount of \$650,000 to support the purchase and implementation of an enterprise DEMS solution.

Committee Chair Gansel requested that the Board be kept apprised of any personnel related costs that will be realized as a result of the Digital Evidence Management System.

Moved by: B. Steele

Seconded by: T. McKendrick

**That the information be received.**

**Carried.**

**3. Enterprise Content Management (ECM) System – OpenText Maintenance Renewal 2020/2021**

The Committee considered Service report dated July 7, 2020 requesting Board approval to purchase the OpenText Maintenance and Support Renewal for the period October 1, 2020 to September 30, 2021 in the amount of \$108,286.37 for a one year term.

Committee Chair Gansel requested that further discussion take place with Mr. Askoul and Mr. Holden, NRPS Records Manager, on how OpenText software fits into the overall management of how the Service stores information and its projected long term advantages for continued use.

Moved by: D. Eke

Seconded by: K. Gibson

**That the Committee approve a one (1) year Software and Support Maintenance Renewal with OpenText Corporation for the Enterprise Content Management (ECM) System in the amount of \$108,286.37 including HST (net of rebates), for the period October 1, 2020 to September 30, 2021.**

**Carried.**

**OTHER NEW BUSINESS**

There was no other new business.

## **ADJOURNMENT**

The Public Information Technology Committee Meeting adjourned at 10:58 am.

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Kenneth Gansel, Chair

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Deb Reid, Executive Director