



## ARMS Policy Board Meeting Minutes

**DATE:** August 16, 2018  
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  
Chief Anthony Cobb, CPD  
Deputy Chief Bryant Seraphin, UPD (proxy for Chief Sylvia Morgan)  
Chief Deputy Allen Jones, CCSO (proxy for Sheriff Dan Walsh)  
Lieutenant Alex Meyer, RPD (proxy for Chief Tony Brown)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Sanford Hess, Urbana IT  
Deputy Chief Bryant Seraphin, UPD  
Dave Wakefield, Urbana IT

**OTHERS PRESENT:** Eric Swenson, Illinois Business Consultants (IBC)

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1. **Call to Order** - The meeting was called to order at 3:32 PM by Chair Brown.
2. **Additions to the Agenda**
  - None.
3. **Approval of Minutes**
  - Motion to approve the minutes by Chief Cobb, seconded by Chief Deputy Jones.
  - The minutes passed unanimously.
4. **Public Input** - There was none.
5. **Staff Report**
  - Development Update
    - Dave Wakefield discussed improvements that will improve Special Alerts
    - Displaying Alerts will be improved by priorities and recent dates.
    - Chief Brown asked about hiding expired alerts.

- Another part of the changes will be to create CIT-related Special Alerts during processing of the CIT records.
- Part of this work involved re-doing an older part of the system related to Names.
- Programmer Hiring
  - Sanford said that he is working with City HR to post the programmer position, and that applications will be reviewed on a rolling basis.
- Focus Groups for ARMS replacement Requirements
  - Sanford described the process planned with the Illinois Business Consultants for Focus Groups

**6. Reports of committees and officers.**

- There were none.

**7. Unfinished business.**

- JAG Grant
  - Chief Deputy Jones described how the funding will be used for NIBRS compliance changes to ARMS.
  - Chief Cobb expressed the importance of tracking the grant money separately.
  - “NIBRS JAG Allocation” will be added as an action item for the next agenda.
- ARMS Budget modification for IBC Students
  - No budget modification is needed – sufficient budget exists in the current line.

**8. New Business**

- Posting ARMS data on the State’s Open Data Portal
  - Sanford said that Pygmalion’s “Hack” event is seeking to use data from the police agencies.
  - Sanford described the 4 data sets involved
  - Sanford said that he’s asking each agency to make their own decision on sharing their data, and that he’d follow up individually with each agency.
- Discuss creating a rotation for Officer roles
  - Sanford will propose a rotation at the November meeting.

**9. Adjournment**

- The meeting adjourned at 4:10 PM.
  - Having reached the end of the agenda, Chair Walsh adjourned the meeting.