

**AREA-WIDE RECORDS MANAGEMENT SYSTEM (ARMS)
POLICY BOARD**

NOTICE OF MEETING

DATE: February 16, 2017

TIME: 3:30 PM

LOCATION: 400 S. Vine St.
Executive Conference Room

Those wishing to attend should dial 128 on the phone located next to the 2nd floor security door.

A G E N D A

1. Call to Order and Roll Call
2. Additions to the Agenda
3. Approval of Minutes of Previous Meeting: November 17, 2016.
4. Public Input
5. Staff Report
 - eCitations - Two programming tasks:
 - Creating the import for information from Quicket.
 - Improving import data from Field Reporting to ARMS.
 - Development update
 - Completed:
 - CIT form - rolled out.
 - Change logging - initially for Incidents only.
 - Next up:
 - Final step of CIT: improving the F10 Alerts display.
 - UCR - state released some updates recently.
 - Many new codes and updated ILCS references. These were incorporated and communicated to the ARMS User Group.
 - New UCR "Deaths in Custody". **Plan at this point is not to create any ARMS entry for this.**
6. Reports of committees and officers.
7. Unfinished business.
 - ARMS Security Policy - revisions for approval.
 - Revising the makeup of the ARMS User Group.
8. New business.
 - Parkland as a Read-Only Agency
 - Adding employment code for Parkland Students (and staff?).
 - Creating CLERY queries for Parkland.
9. Adjournment.

Persons with disabilities needing special services or accommodations for this meeting should contact the City of Urbana's Americans with Disabilities Coordinator at 384-2466 or TDY at 384-2447.