



General Information System (GIS) Message

Section 1

Transmittal:	23DC081 Upstate Only
Date:	November 13, 2023
To:	Subscribers
Suggested Distribution:	Commissioners, Temporary Assistance Directors, SNAP Directors, HEAP Coordinators, I/EDR Coordinators, LAN Administrators, WMS Coordinators
From:	Paula Cook, Assistant Deputy Commissioner, Employment and Income Support Programs
Subject:	Imaging and Enterprise Document Repository(I/EDR) Upgrade
Effective Date:	November 20, 2023
Contact Information:	otda.sm.eisp_upstatesystems@otda.ny.gov
Attachments:	Attachment 1 - I/EDR7 WebEx Training Schedule Links Attachment 2 - I/EDR Quick Reference Guide

Section 2

This to advise Social Services Districts (Districts) of an upgrade to the Imaging and Enterprise Document Repository (I/EDR). This upgrade is otherwise known as I/EDR 7.0 >I/EDR 7.0 will be released into production on Friday, November 17, 2023 at 7:00 PM for user availability on Monday, November 20, 2023. There are a number of new features in I/EDR 7.0 which also impact the On Site Scanning Application (OSS). Districts are strongly encouraged to have staff attend one of a series of Web Ex trainings which will begin on Wednesday, November 15, 2023 and will go over all the new features of I/EDR 7.0. The training schedule and a quick reference guide are attached.