

I am writing to outline the proposed digital system we discussed for modernizing the Islamic Center of Detroit's food pantry operations. Below are the key components and features of the system we plan to implement:

System Access & Security:

- Two-tier user system: Staff and Admin roles
- Staff login will require username/password plus a daily one-time PIN generated by admin
- Enhanced security measures for admin access (specific authentication method to be determined)

Registration Process:

1. Staff will scan visitors' ID cards using device cameras or a 2D scanner.
2. System will automatically extract and store relevant information
3. Each registered individual will receive a unique ICDID barcode (similar to Kroger's system)
4. Visitors can use their ICDID for all future visits, eliminating the need for re-registration

Real-time Verification Features:

- Address matching to prevent multiple household members from receiving services
- Age verification flagging for individuals under 21
- Duplicate visit detection within the same day
- Instant flagging of banned individuals
- Real-time synchronization across all devices

Administrative Capabilities:

- Access to complete database
- Ability to generate daily one-time PINs for staff
- User management (create/delete staff accounts)
- Edit visitor information as needed
- Block/unblock visitors
- Export daily data to Excel format
- Generate various reports and analytics

Technical Infrastructure:

- Integration with existing Microsoft Office 365 cloud solution
- Multi-device support (iPads, smartphones)
- Real-time data synchronization
- Secure database storage
- Label printer integration for ICDID cards

This system will significantly improve efficiency, reduce fraud, and provide better tracking of pantry services. The digital solution will replace the current post-it note system while maintaining all necessary security checks.