ST\_Meeting\_#5\_-\_6.29.2021

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# Agenda:

* Where We Are
* Review
* Status Update
* Technology Audit
* Next Steps
* Questions

# Notes:

* How do we present to council?
  + Which committee should be responsible for this?
  + The finance committee oversees tech procurement
  + Maybe should be specific to the technology itself, eg FotoKite reviewed by public safety committee
  + Specific committee meetings are open to the public
* Technology Audit
  + Collection:
    - From individuals on the committee themselves
    - Hyperion maintenance fees list
    - Template that Sam sent out: Kelsey to send to Amanda
    - List of potential managed services: IT has
    - Start with emailing the group, consolidate the list, follow up with department heads
  + Information
    - Regulations attached to it
    - Length of time application is expected to be in use
    - name of application
    - Owning department
    - Where in the city technology is deployed
    - Who uses the application and accesses the data
    - Cloud vs On Prem
    - Security protocols
  + Present to the public
    - Functionality & name
    - Initial procurement or implementation date
    - Procedure for requesting more information
    - Hosted on open data portal through table in DW
  + Timeline?
    - balance expediency with thoroughness
    - Strong push for the first month or so for the first list, then continue to collect as we go
* Next Steps

# Potential Process Iterations:

* If a quorum is not available for a meeting, find a way to make the vote accessible online

# Attendees:

* Amanda Darcangelo
* Tim Gleason
* Nicolas Diaz
* Mark King
* Joe Cecile
* Kelsey May
* Patrick Blood
* Jen Tifft

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