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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