Technology Advisory Committee

Meeting Minutes

June 14, 2012

The Technology Advisory Committee met on June 14, 2012 in City Hall, Council Chambers.

I.	Call to Order		
	The meeting was called to order at 10:31 a.m.		
II.	Roll Call		
M _x_ Ro	nris Price – Chair ike Jamerson on Latta l Guests:	Jason Tracy Mark McHolland _x_ Jim Hartsook	_x_ Debra Steele _x_ Georgia Miller
Other Attendees: Brent Engle, Community IT Executive Stan Gamso, Counsel Andrew Brelage, Smithville Digital Barry Czachura – Data Cave			

III. Review of minutes from May 10, 2012 meeting.

There was no discussion. Georgia moved and Chris seconded a motion to approve same. Following unanimous voice vote, the minutes were approved.

IV. Continuing Business

a) Invoice Review

Counsel's invoice for services was presented for consideration and approval. There being no discussion, Georgia moved and Debra seconded a motion to approve. Following voice vote, the invoice was approved unanimously for payment.

Brent also had an invoice for Northern Lights in the amount of \$541.00. This is a monthly invoice, and he advised the Committee that because he was leaving, they needed to be prepared to deal with this. It was clear from the discussion that Northern Lights has a contract with the City, and Brent was directed to speak with the clerk treasurer to

arrange for Northern Lights to change the routing for the incoming invoice so that it is sent to the clerk treasurer's office.

b) Smithville Report – A. Brelage

Andrew presented the monthly check from Smithville.

Andrew reported that a new contract had been executed by NuSun, and Smithville renewed a contract with the City for greater bandwidth. He had five proposals outstanding and in the hands of prospective clients for review.

c) Project Reports – B. Engle

i. City Hall AV Upgrade

Brent reported that he has met with five vendors to provide audiovisual equipment for the council chambers. He is awaiting formal quotations from all vendors, but the present time it appears that the cost of service will range between \$30,000 and \$50,000.

ii. Emergency Notification System

Previously this project was referred to as Reverse 911 System; however the name has been changed because of the potential conflict with a copyright of the same name. The new project name is now being referred to as the Emergency Notification System.

Four (4) proposed solutions were considered and a proposed recommendation with Ever Bridge has been selected as the preferential provider. Brent reported Ever Bridge is a WEB-based and software-based system that will cost approximately \$20-\$22,000 per year. It affords unlimited use and allows the City and County to notify subscribers by e-mail, SMS, and facsimile. It will be housed and activated by the emergency management staff. Brent reported that the user interface is spectacular, and it will have the ability to work with an overlay with our existing GIS mapping data.

Brett discussed the use of TAC funds for budgetary purposes. TAC will fund the City's share of said service which is to be approximately \$12,208.00 per year.

There was a lengthy question-and-answer period and review of the selected system between the Committee members and Brent. There was also discussion of ongoing funding.

Motion was made by Chris to create a resolution recommending to the Board of Works that TAC funds be spent to pay the City's share of the Emergency Notification System. Concluding discussion, Debra moved and Ron seconded the motion which passed unanimously. The chairman directed Brent to prepare the resolution.

iii. iPads in Council Chamber

Brent reported that iPads were purchased, installed, and first used in the Board of Works meeting on June 6 of this year. He noted that the implementation went very well. He also advised they were used at the City Council meeting that same week. He reported that the use of the iPads there also went off without a hitch.

There was a discussion among the members with respect to the use of Ipads with other boards of the City of Columbus and specifically with individuals who may not be particularly computer savvy.

There was also discussion about a recommendation for an adoption and implementation strategy for the use of the iPads with various city boards. The ultimate conclusion was that this should be a future agenda item and may coincide with the replacement of Brent as well as an upgrade to the AV equipment to be implemented and installed in City Hall.

iv. Other Matters

Brent reported on a variety of products for correction projects on which work needed to be done:

Streaming Live Meetings: Some initial testing regarding the use of cameras and live-streaming across the Internet has been done. The initial evaluation of a couple of different service options has been conducted, and the initial results have been very encouraging.

P E G video - Brent has had some conversations with Comcast government affairs, and discussed the use of the paid channels. He reported that he had great difficulty getting someone from Comcast to respond to him and to offer information. Comcast initially suggested that a dedicated fiber cable needs to be installed from City Hall to Comcast in order to facilitate this project. The cost to do that would be some \$60,000 with the City paying the cost but not the owner of the fiber.

Brent had some discussion with them about installation of a fiber-optic cable from the parks and rec maintenance facility to the Comcast facility in Columbus. The government affairs representative said that he would look into such a proposal.

Finally, it would be necessary for the City to purchase TV production equipment, to maintain it, and to have someone operate the equipment during the course of the meetings.

Brent reported this issue is still open and additional information is needed from Comcast before further consideration.

Verizon - Brent reported that Verizon has reported that it will be turning on its 4G

service in Columbus area on June 21.

d) Subcommittee Reports –

i. Community Portal

Included in today's package for the meeting was a rough draft for an RFI put together with the Community Portal, Heritage Fund Group. Lorraine Smith, Director of the Human Rights Commission, was also in attendance at today's meeting and reported that all the work so far has suggested a tremendous need for a digital portal for newcomers to the city. She discussed at length her work and the work of the committee. In general the consensus of the Community Portal Committee is that they needed some professional assistance to further develop the idea, strategy for the portal, and to assist them in value evaluating useful services and interface for users; thus the RFI.

Chris also reported that previously a subcommittee had been formed consisting of Georgia, Chris and Ron, and he suggested that this subcommittee get together to brainstorm costs and various cost options and alternatives to assist with the Community Portal.

ii. Conduit Route

Nothing to Report

iii. Wireless

Nothing to Report

V. New Business

Brent Engle / CITE Transition

Previously Brent Engle had announced his resignation from the City of Columbus. He will be moving to a private entity in Louisville Kentucky. He reported he will be providing a transitional guide for everything that he has been doing as part of his work with the city and essentially everything that he presently touches. He will be making that available to the city IT director and share it also with this Committee.

The Committee members thanked Brent for his hard work and commented that his actions were very positive. He has helped the city develop the long and lasting foundation for the city's current telecommunications and technology services and activities.

The Chairman wanted the meeting minutes to reflect a formal thanks for Brent's service to the community and the city. It was expressed that he has an energy and enthusiasm level that has laid a tremendous background and foundation for all future technology services. Also, Georgia wanted to go on record to specifically note that Brent's work has been spectacular.

VI. Call for Public Comments

None

VII. Adjournment

There being no further business the meeting was adjourned at 12:00 p.m.