Technology Advisory Committee

Meeting Minutes

May 8, 2013

The Technology Advisory Committee met on May 8, 2013 in City Hall, Conference Room B

Confe	erence Room B.		
I.	Call to Order		
	The meeting was called to order at 3:30 p.m.		
II.	Roll Call		
x Chris Price – Chair _x_ Mike Jamerson _x_ Ron Latta		_x_ Jason Tracy _x_ Mark McHolland _x_ Jim Hartsook	Debra Steele _x_ Pamela Schmelz
Invite	ed Guests:		

Other Attendees:

Sean O'Leary, Community IT Executive Stan Gamso, Counsel Andrew Brelage, Smithville Digital Tony Walton, Smithville Digital

III. Review of minutes from March 2013 meeting.

There was no discussion, * moved and * 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, Mike Jamerson moved and Jason Tracy seconded, and following voice vote the invoice was approved unanimously for payment.

b) Smithville Update – Andrew Brelage

Andrew tendered the monthly check. He also presented the revenue sharing report.

Smithville delivered 7 new proposals for businesses in May. Many of Smithville's customers have been adding new bandwidth and expanding existing services.

c) Meeting location change & streaming discussion – S. O'Leary

Sean reported the mayor is anxious for all city boards to hold meetings in the city council chambers so that live streaming may be presented. Further, the TAC is the last board of the city that has not moved to council chambers.

General discussion was held regarding a time and date for such hearings. The Second Friday of the month at 11:00 a.m. appeared to work best for all concerned.

Henceforth, all future meetings will be held on the Second Friday of the Month at 11:00 a.m. commencing with the June 14th meeting.

d) City IT Update – S. O'Leary

i) 1 & 5 year capital plan

Sean reported that he has been tasked to put together a plan for the city's IT needs. Some of the issues are a need for a new server to accommodate a new financial software system the Clerk/Treasurers' office will be using, upgrading servers, leasing or purchasing of same. He hopes to have something by July. He will also report on the progress at next month's meeting.

ii) AV Updates for City Hall

There is a new projector in Meeting Room B, it is similar to the units purchased by the county for the courthouse. The plan is to consider installation of others throughout the building.

Also on the agenda is improvement of the audio system in the Cal Brand meeting room downstairs. Options are being considered.

e) Subcommittee Update

i) Wireless Subcommittee - J. Tracy & S. O'Leary

This subcommittee has not met since the last meeting. Sean had received some hardware and has only tested the basic functionality of it.

ii) Community Portal – C. Price & S. O'Leary

Sean presented a draft of the RFP. The draft was copied from a proposal the Heritage Fund had previously used. There was substantial discussion about the draft, edits, changes, recommendations. Sean will take the discussion information and incorporate it into the draft. The chairman wanted to remind everyone that the TAC goal in this RFP was to determine the hardware needs for the Community Portal.

iii) Route Committee – M. Jamerson & M. McHolland

The subcommittee met and initially considered three (3) route expansion options. One was dismissed and not practical, leaving two (2), State Street and 25th Street. General discussion was had. State Street seemed viable if the City was going to expand along State Street but the time line for said expansion was unclear to the members. Further, per Andy Brelage boring alone State Street would be problematic due to the vast underground infrastructure already in place.

It was the consensus that expansion along 25th Street was the best option. Mike and Mark were to work out, roughly, the cost of said project.

f) 2013 Strategic Plan - C. Price & M. Jamerson

The has been no action to date by this subcommittee.

g) Traffic Light Interruptus System for Ambulance and Fire – S. O'Leary

City police and fire are looking into a system that will toggle the street lights for emergency vehicles to better accommodate the emergency responders. Various systems are available and they are all GPS based. Some traffic control boxes will have to be replaced. Present cost estimates are about \$.5Mil . The city is exploring grant opportunities to fund this project.

h. Customer Service Request (CSR) Updates – S. O'Leary

The city now has a iphone app for CSR. It should be fully functional by the State of the City Address next Tuesday. An Android app is next on the list.

V. New Business

Smithville Contract Expiration

The chairman appointed himself, counsel, Sean, Pam and Ron to a subcommittee to work with the Smithville Contract. Counsel to send out copies of the agreement and the chairman will schedule an introductory meeting to start the process.

Data Cave

The chairman reported that he discussed with the Data Cave their work with Comcast and the desire to bring high speed services to the City. The chairman advised he would like to invite Comcast to the next meeting. No objection was heard from the members.

VI. Call for Public Comments

None heard

VII. Adjournment

There being no further business the meeting was adjourned at 4:57 p.m