



# SPECIAL MEETING OF THE CITY OF EL SEGUNDO TECHNOLOGY COMMITTEE AGENDA

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MEETING DATE: Thursday; December 15th, 2016  
MEETING TIME: 6:00 p.m.  
MEETING PLACE: El Segundo Police Department  
Emergency Operations Center (EOC)  
348 Main Street  
El Segundo, CA 90245

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The **Technology Committee**, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the **Technology Committee**, and items listed on the Agenda during the **Public Communications** portion of the meeting. The time limit for comments is five minutes per person.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during **Public Communications** portions of the Meeting. Additionally, the Public can comment on any Public Hearing item during the Public Hearing portion of such item. The time limit for comments is five (5) minutes per person.

Before speaking to the Technology Committee and City Council, please state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

Members of the Public may place items on the Agenda by submitting a **Written Request** to the City Clerk or City Manager's Office at least six days prior to the meeting of the Technology Committee. The request may include a brief general description of the business to be transacted or discussed at the meeting. Plating of video tapes or use of visual aids may be permitted during meetings if they are submitted to the City Clerk two (2) working days prior to the meeting and do not exceed five (5) minutes in length.

*Before speaking to the Technology Committee, please state your name and residence and the organization you represent.*

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**In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk (310) 524-2305. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

## CALL TO ORDER

## ROLL CALL

### Council Members

Mayor Pro Tem Drew Boyles  
Councilmember Carol Pirsztuk

### Technology Committee

Member Gurvinder Bindra  
Member Lindsey Breden  
Member Tom Vanek  
Vice Chair Paul Lanyi  
Chair David Froemke

**PUBLIC COMMUNICATIONS** (Related to city business only and for which the Advisory Committee is responsible – 5 minutes per person; 30 minutes total).

**A. APPROVAL OF MINUTES FOR: November 14, 2016 & November 30, 2016**

**RECOMMENDED ACTION:** That the Committee approve the minutes.

**B. NEW BUSINESS**

- 1. Receive and file information related to the City's Information Systems (IS) Department governance and staffing. (10 minutes – Captain Evanski)**

**RECOMMENDED ACTION:**

- (1) Receive and file informational update/report; and/or
- (2) Alternatively, discuss and take other action related to this item.

- 2. Consideration and possible action regarding an increase in the number of Technology Committee members. (10 minutes – Captain Evanski)**

**RECOMMENDED ACTION:**

- (1) Consider increasing the size of the Technology Committee;
- (2) Possible Recommendation to City Council to increase the size of the Committee; and/or
- (3) Alternatively, discuss and take other action related to this item.

**C. UNFINISHED BUSINESS**

- 3. Consideration and possible action regarding formulating Bylaws and outlining the powers and duties of the Technology Committee. (15 minutes – David Froemke)**

**RECOMMENDED ACTION:**

- (1) Consider and formulate Bylaws and powers and duties of the Technology Committee;
- (2) Possible Recommendation to City Council to approve bylaws; and/or
- (3) Alternatively, discuss and take other action related to this item.

- 4. Consideration and possible action regarding establishing a “Mission Statement” for the Technology Committee (15 minutes – Paul Lanyi)**

**RECOMMENDED ACTION:**

- (1) Consider and formulate a Mission Statement for the Technology Committee;
- (2) Possible Recommendation to City Council to approve mission statement;
- (3) Alternatively, discuss and take other action related to this item.

5. **Receive and file information related to pending Technology projects that are identified as part of the City's budget process (i.e., the "Parking Lot" items). (5 minutes – Captain Evanski)**

**RECOMMENDED ACTION:**

- (1) Receive and file informational update/report;
- (2) Possible Recommendation to City Council to identify and prioritize projects; and/or
- (3) Alternatively, discuss and take other action related to this item.

6. **Receive and file information related to the City's Website development project. (5 minutes – Captain Evanski)**

**RECOMMENDED ACTION:**

- (1) Receive and file informational update/report; and/or
- (2) Alternatively, discuss and take other action related to this item.

7. **Receive and file information related to the City's Fiber Optic Network expansion project. (5 minutes – Captain Evanski)**

**RECOMMENDED ACTION:**

- (1) Receive and file informational update/report; and/or
- (2) Alternatively, discuss and take other action related to this item.

8. **Receive and file, and possible action, regarding an informational update regarding the City's technology and software, including Eden, Class, Laserfiche, Muni, etc. (10 minutes – David Froemke)**

**RECOMMENDED ACTION:**

- (1) Receive and file informational update/report;
- (2) Consider formation of a subcommittee or subcommittees to review specific software;
- (3) Possible Recommendation to City Council regarding prioritizing replacing certain software; and/or
- (4) Alternatively, discuss and take other action related to this item.

- D. **REPORTS FROM SUBCOMMITTEES** – *this portion of the agenda is for the subcommittees established by the Committee to provide brief reports on the work being done by the subcommittee. These are "receive and file," non-action items only. Any actions needed to be taken regarding these items must be included on an upcoming agenda.*

9. **Receive and file an oral report regarding the status of "Google Docs" technology. (10 minutes – Lindsey Breeden, Gurvinder Bindra & Scott Kim)**

**10. Receive and file an oral report from the subcommittees:**

- a. Eden Subcommittee (Paul Lanyi)
- b. Website Subcommittee (Lindsey Breeden)
- c. By-laws Subcommittee (Paul Lanyi, Gurvinder Bindra)
- d. "Google Docs" Subcommittee (Lindsey Breeden, Gurvinder Bindra)

**E. OTHER REPORTS**

**11. Receive and file an oral report regarding technologies and software currently utilized by the Police Department. (20 minutes – Chief Tavera & Captain Evanski)**

**RECOMMENDED ACTION:**

- (1) Receive and file the oral report;
- (2) Alternatively, discuss and take other action related to this item.

**F. COMMITTEE MEMBER COMMENTS** – *this is a time for Committee members to propose possible action items to be included on an upcoming Committee agenda. If a consensus of the Committee agrees, staff will include the item on the future agenda.*

**G. STAFF COMMENTS**

**H. NEXT COMMITTEE MEETING**

Location: El Segundo Police Department - Emergency Operations Center

Date: Thursday, January 5, 2017, 6:00 p.m.

**ADJOURNMENT**

**POSTED:**

**DATE:** 12.13.14

**TIME:** 8:15 AM

**NAME:**

