



REGULAR MEETING OF THE CITY OF EL SEGUNDO TECHNOLOGY COMMITTEE AGENDA

MEETING DATE: Thursday; January 5, 2017
MEETING TIME: 6:00 p.m.
MEETING PLACE: El Segundo Police Department
Emergency Operations Center (EOC)
348 Main Street
El Segundo, CA 90245

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 please state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

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 Breeden
Member Tom Vanek
Vice Chair Paul Lanyi
Chair David Froemke

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

A. **APPROVAL OF MINUTES FOR: December 15, 2016**

RECOMMENDED ACTION: Approve the minutes.

B. NEW BUSINESS

- 1. Consideration and possible action regarding the need for a Business Analyst / Solution Architect that is focused on collecting information on the strategic positioning of the City's IT Department. (15 minutes – Captain Evanski)**

RECOMMENDED ACTION:

- (1) Consider a Business Analyst / Architecture to assist the IS Department;
- (2) Possible Recommendation to City Council to utilize a Business Analyst / Architecture to assist the IS Department; and/or
- (3) Alternatively, discuss and take other action related to this item.

C. UNFINISHED BUSINESS

- 2. Consideration and possible action regarding an increase in the number of Technology Committee members. (15 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.

- 3. Consideration and possible action regarding formulating Bylaws and outlining the powers and duties of the Technology Committee. (10 minutes – Captain Evanski)**

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 (10 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, and possible action, regarding an informational update regarding the City's technology and software, including Eden, Class, Laserfiche, Muni, etc. (15 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.*

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

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

E. **OTHER REPORTS**

7. **Receive and file an oral report regarding technologies and software specifically utilized by the Finance Department, including a proposed budgeting software called "Budget Builder" by "OpenGov" to compliment Eden, the City's current ERP (40 minutes – Joe Lillio)**

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. **ADJOURNMENT TO NEXT COMMITTEE MEETING**

Location: El Segundo Police Department - Emergency Operations Center

Date: Thursday, January 19, 2017, 6:00 p.m.

ADJOURNMENT

POSTED:

DATE: 12. 28. 16

TIME: 03:40 PM

NAME: 
