



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

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MEETING DATE: Monday, March 13, 2017

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.

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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  
Council Member Carol Persztuk

### Technology Committe

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 -

## **B. NEW BUSINESS**

- 1. Receive and file an oral report regarding technologies and software specifically utilized by the Planning and Building Safety Department. (30 minutes – Sam Lee)**

**RECOMMENDED ACTION:**

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

- 2. Receive and file, and possible action, regarding information about the IS Divisional budget, and the budget for technology related project(s). (30 minutes – Captain Brian Evanski)**

**RECOMMENDED ACTION:**

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

- 3. Receive and file, and possible action, regarding an informational status update about the City Departments' "Primary Projects." (30 minutes – Captain Brian Evanski & IS Manager Scott Kim)**

**RECOMMENDED ACTION:**

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

## **C. UNFINISHED BUSINESS**

- 4. Receive and file, and possible action, regarding an informational update regarding the IS Ticketing and Reporting system. (10 minutes – IS Manager Scott Kim)**

**RECOMMENDED ACTION:**

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

- 5. Receive and file, and possible action, regarding an informational status update about the City software, staffing and technologies outlined in Exhibits A, B, and C. (30 minutes – Captain Brian Evanski)**

**RECOMMENDED ACTION:**

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

6. **Receive and file an oral report regarding the City's Microsoft software licenses. (5 minutes – Captain Brian Evanski)**

**RECOMMENDED ACTION:**

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

7. **Consideration and possible action regarding the City's website project. (5 minutes – Captain Brian Evanski)**

**RECOMMENDED ACTION:**

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

8. **Receive and file, and possible action, regarding an informational update regarding the Systems Architect consultant and the creation of a network infrastructure diagram. (5 minutes – IS Manager Scott Kim)**

**RECOMMENDED ACTION:**

- (1) Receive and file informational update/report;
- (2) 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, and possible action, regarding an informational update from the Parks and Recreation Software Subcommittee. (10 minutes – Captain Brian Evanski)**

**RECOMMENDED ACTION:**

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

**E. OTHER REPORTS**

**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: March 27, 2017

**AJOURNMENT**

POSTED: 03.10.17

TIME: 09:10 AM

NAME: 

2017-03-12 TECH COMMITTEE AGENDA  
UNFINISHED BUSINESS - ITEM NO. 5  
EXHIBIT A

Application	Business Functions	User(s)	Hosted	Start & End of Life
Eden	A/P, A/R, Payroll, Billing	City-wide; All Departments	On-Site	Company - Unknown; El Segundo - 2002
Class	P.O.S., Recreation Enrollment	City-wide; Nearly All Departments	Off-Site – P.O.S.; On-Site - Rec	1987; End of Life - 2017
Laserfiche	Document Imaging & Management (Paperless)	Clerk, PD, Planning (Potential for All Departments)	On-Site	Company - 1987; El Segundo - 2013
Muni	Permit Application & Information	Planning & Building, PW, Fire	On-Site	Company - 1999/2000; El Segundo 2002
City Website (CIVICA)	Website	All Departments & Public	On-Site	Unknown
LicenseTrak	Business License	Finance, (Police & Fire access for information)	On-Site	Company - 1979; El Segundo - 1986
Envisionwate	Public Access	Library	On-Site	1998/2000
Granicus	Streaming Video	ESTV	On-Site	Company - 1999; El Segundo - 2002
Fire House	Fire RMS	Fire	On-Site	Company - 1989; El Segundo - 2002

## **EXHIBIT B**

### **IS Organizational Structure & Staffing**

#### **IS Director (Vacant)**

- Council approved to recruit an hire on December 6<sup>th</sup>
- Create the IS Department – Ordinance amendment (1-6-3 City Departments)
- Develop the IS Director Classification
- Utilize Avery Associates to recruit and coordinate
- IS Director position posted by Avery Associates on @/1/2017; Responses due by March 17<sup>th</sup>

#### **IS Manager**

- Scott Kim promoted to IS Manager on January 21<sup>st</sup>.

#### **IS Specialist**

- Chris Lee – Probationary employee
- Paul Gallovich – Started February 21<sup>st</sup>, Probationary employee
- **Vacant Position** – Currently frozen due to grievance procedure

#### **IS Developer**

- Jason Lee – Started February 27<sup>th</sup>, Probationary employee

#### **IS Network Assistant**

- Nahid Sarrafieh

#### **GIS Analyst**

- Mike McDaniel – GIS mapping only

#### **\*\*Technical Services Analyst - POLICE**

- David Gray – Works directly for the Police Department; reports to the Administrative Services Bureau Captain

## **EXHIBIT C** **CITY TECHNOLOGIES**

Equipment and application systems include but are not limited to:

- CISCO Network
- Wireless Access (WiFi)
- Wireless HotSpot data transfer system
- Mobile Data Computer system
- Public Safety UHF Radio communications system (Public Works & Rec Park VHF Channels)
- Video Systems
  - L3 In-Car Camera system
  - VieVue Body Worn Cameras
  - Station & Jail Video Camera system
- Identification systems
  - BioMetrics LiveScan
  - BlueCheck Portable ID system
- License Plate Reader systems
  - 3 patrol cars
  - 2 portable trailers
- Lojack Stolen Vehicle system
- Decatur Trailers – Portable message board trailers
- All Traffic Radar – Fixed speed readers
- SOKKIA – Traffic scene reconstruction
- Traffic Speed Laser Guns
- AutoCite parking ticket devices
- Electronic Control Devices – Taser
- FLIR – Handheld
- Computerized Robot - SWAT
- FlashCam – Graffiti camera system
- Digital patrol cameras
- GST – Fleet management
- Apple TV
- Mobile Devices (Laptops, Ipads, Cell phones)
- Code 5 Bait program
  - Bait Bike
  - Bait Package
- DUI detection devices
  - PAS machines
  - Intoximeter
- File On Q – Digital Barcode – property / evidence management system
- Evidence Drying system – Blood Drying
- Computerized Range Management System
- Satellite Telephone system