Technology Advisory Committee

Meeting Minutes

May 10, 2012

The Technology Advisory Committee met on May 10, 2012 in City Hall, Council Chambers

Chambers.								
I.	Call to Order							
	The meeting was called to order at 10:33 a.m.							
II.	Roll C	Call						
x M	hris Pric like Jam on Latta	nerson	_x_ Jason Tracy _x_ Mark McHolland Jim Hartsook	Debra Steele _x_ Georgia Miller				
Invited Guests:								
Other	ther Attendees: Brent Engle, Community IT Executive Stan Gamso, Counsel Andrew Brelage, Smithville Digital Barry Czachura – DataCave							
III.	Review of minutes from April 12, 2012 meeting.							
There was no discussion. Georgia moved and Mark seconded a motion to approve same. Following unanimous voice vote, the minutes were approved.								
IV.	Contin	nuing Business						
	a)	Invoice Review	v					
	No invoice was presented for consideration							
	b)	Smithville Dig	ital Report – A. Brelage					

Andrew presented a handout which was an advertising brochure for new services they are offering to the Small Office/Home Office. This service provides for Internet voice and some television services through Smithville for customers who are within 200 feet of

Smithville's existing fiber. He presented an overview of service and various costs.

Andrew reported a new contract was executed by Cummins within the last couple of weeks. Presently there are three (3) contracts out for review by various prospective clients.

Smithville conducted maintenance at the Enkei facility which caused their system to be down for approximately one hour. The benefit was that they were increasing redundancy for the City of Columbus. The maintenance shutdown was planned and took place during a time when Enkei was not manufacturing products.

Andrew presented the signed addendum for additional services with the City. That is identified as addendum number four. He reported that it was just signed yesterday by his management. Brent was presented the original signed copy during the meeting. Andrew also presented Smithville's quarterly revenue sharing report attached as Exhibit 1 to these minutes and the monthly check from Smithville.

- c) Project Reports B. Engle
- i. City Hall AV Upgrade

Brent reported he has been tasked by the mayor to provide an audio and video update for City Hall. Primary goal is to improve audio in the City Council Chambers. He's received two quotes. He asserts it will be necessary to seek formal quotations, and he estimates that the cost is less than necessary to seek formal bids. He was asked by the mayor to come forward and request the use of TAC funds for the project.

General discussion was held regarding the project, the cost of the equipment, stewardship and the necessity to be responsible Committee members.

Further, Brett also reported the secondary goal for this project would be to install A/V equipment in all of the City Hall conference rooms.

Concluding general discussion, the chairman advised that he wants to see a cost of the project for using the City Council Chamber as a pilot for A/V services for City Hall.

ii. Reverse 911 system

Brett reported from the last meeting that he had engaged a number of people from the city and the county to discuss a Reverse 911. They've also received and considered four (4) solutions in live presentation form and one by way of a web presentation. Potential vendors have been identified. The estimated cost of the project on an annual basis will be some \$25,000. There needs to be consideration as to how the project will be funded on a long-term basis. Brent is anticipating coming before the full Committee next month to present his findings and recommendations.

iii. Streaming Public Meetings

Brent report this also goes hand-in-hand with the revitalization of the A/V equipment in the various conference rooms within the city. He reported he has participated in one test solution and has been very pleased with the results. The solution was transmitted over Internet and not video cable.

The issues become whether the meetings are presented over live video, where the equipment is stored, who controls the cameras etc. Brett commented that he thought there was a need for centralized management of such a system where there are a number of open issues at this time.

Brent also commented that the PEG channels were another piece for consideration, and this may involve some capital expenditures of equipment. He is presently waiting for some cost estimates. He's also had discussions with Comcast, and their staff is looking into his inquiry. He hopes to have a report from them he can present at the next meeting.

V. New Business

a. iPads for Council Chambers

Brent followed up on a report that he'd made at the last meeting: The mayor is anticipating the acquisition of iPads for each seat in the Council Chamber along with the appropriate docking equipment and accessories and having one spare device. The purpose is to afford people who conduct meetings in these rooms various documentation in electronic form as opposed to paper form, make it easier for distribution of same, and encourage easier and "greener" presentations.

Brett reported that he had previously asked counsel for an opinion with respect to use of tax funds. Counsel stated that those funds would be available for use at an estimated cost of \$7,400.

Georgia commented that she would like to see the budget and understand the relationship of this project to TAC's existing budget. The chairman was concerned about setting a precedent for use of TAC funds. This is not something in which TAC has been engaged. Mike Jamerson reported he's concerned that someone might be looking at the TAC as possibly the "golden goose" and thought the Committee had an overall obligation and duty to be reasonable and adequate stewards of public funds.

General discussion followed with respect to the funding that is made available to the TAC, the use of said funds, the management of these funds, and whether and to what extent they would be available for various projects.

As to the iPads, Motion was made by Georgia seconded by Mark to authorize the expenditure of \$7,400 of TAC funds for the acquisition of iPads for the City Council

Chamber and necessary attachments and accessories for a cost not to exceed \$7,400. General discussion was held. It was generally agreed that the project would fit in line with the strategic plan and there would be adequate monies within the TAC budget. Following voice vote, the resolution to recommend to the Board of Public Works the purchase of 13 iPads, one spare, and the appropriate accessories all to be used in the City Council Chamber for a cost not to exceed \$7,400 passed unanimously. Brent and counsel were directed to prepare the appropriate resolution for the Chairman's signature reflecting same.

The TAC then returned to the discussion of the A/V systems for City Hall. There was lengthy and general discussion regarding the topic. Chairman also commented that he believed this project likewise fit within the strategic plan instrument and was consistent with it.

Motion was made by Jason and seconded by Mark to proceed with updated A/V equipment for all meeting rooms within City Hall. Discussion was held on the topic and concluding discussion, Jason amended his motion to direct Brent to consider only the City Council Chamber and to look at that room as a pilot center for A/V equipment for the whole City Hall and for city meetings, to study equipment needs, functionality, etc., collect quotations, examine and review same and make recommendations to present to the TAC at next month's meeting. There being no further discussion on the topic, upon call for voice vote, the motion passed unanimously.

d. Subcommittee Reports

i. Community Portal

Chris reported that there has been a draft of an RFI which will be submitted.

ii. Conduit Route

It was generally agreed that there are no present plans to expand the conduit for this year.

iii. Wireless

Brett reported they've had a demonstration of a content filter for the city wireless. At this juncture, he is in the process of gathering specimen samples of acceptable use policies and has engaged in discussions with various entities regarding the policies that would need to be implemented.

VI. Call for Public Comments

None

VII. Adjournment

There being no further business the meeting was adjourned at 12:20 p.m.

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