City of Alexandria, Virginia
Commission on Information Technology

January 18, 2024 IT Commission Meeting Minutes
7:00 – 8:30 PM

In attendance: Ricardo Alfaro, Sara Crifasi (remote), Brandon Mosoriak, Timothy Casey, Stephen Morris, Steve Davidson (remote), Jay Chauhan, Elizabeth Hoover, Rhonda Syler (remote), Catharine Rice, Heather Wojton (remote), Heather Barrows

City Staff: Vanetta Pledger, Steve Chozick, Stacey Campbell, Yemisrach Demeke

1.   **Call to Order**

2.   **Approval of November 16, 2023 Minutes** (unanimous approval)

3.   **Announcement, Meetings Schedule and Projects**

        (a) Meeting Schedule

                -    Thursday, February 15, 2024
                -    Thursday, March 21, 2024
                -    Thursday, April 18, 2024
                -    Thursday, May 16, 2024
                -    Thursday, June 20, 2024
                -    Thursday, July 18, 2024
                -    Thursday, August 15, 2024

        (b) Commission Membership Updates

                -    Mayor Wilson visited the meeting to recognize Catharine Rice for her 10 years of service on the Commission.

4.   **Broadband Expansion: Municipal Fiber Network Update (Steve Chozick)**

                -    30 miles of conduit completed, 2.82 miles to be completed.
                -    17 miles of fiber pulled, 17 miles to be completed.
                -    SD: Where is the network management pieces housed? SC: In City facilities.
                -    CR: Any thoughts on use of the second conduit at this point? VP: We are looking at public/private partnerships with the CMO and advisory groups on how to best leverage it.
                -    SD: Are there out-of-band links for network management? VP: No, they will rely on fiber.
                -    System acceptance estimated August 2025, system go-live estimated August 2026
                -    Conversation about the second conduit.

5.   **Subcommittee Working Plans**

        (a) Digital Equity Committee
                -    Invite broadband providers to give them an update on where they are at currently with their construction projects within the City.
                -    ACP may be going away, find out what the providers are doing with the public sector to fill the void.

(b) Open Data Committee
- Memo, currently with City Attorney's office, to go to City Council to direct the City Manager's Office to have his staff identify opportunities to make data more available.
- We can work on identifying strategic data sets, how to make them available.

(c) AI Committee
- JC: Working to find someone from the State to talk with us about State initiatives around AI.

6.   Public Outreach Efforts

(a) Cybersecurity Awareness Event
- If we want to have a similar event this year we should start planning within the next month. We can discuss this at next month's meeting.
- CR: what are we trying to do? RA: It can be around Cybersecurity, it can be something different. It could possibly be an AI talk, or an AI talk in place of our October meeting. Any/all ideas are welcomed.
- Discussion about possible state legislation around AI.
- SM: At the next meeting we can present possible use cases/proof-of-concept around AI and City data.
- HB: We should possibly be getting ahead of any possible legislation, work together on what our position is on AI governance.

7.   Adjournment by unanimous approval at 8:30pm. The next meeting is scheduled for February 15, 2024.