

City of Alexandria, Virginia
Commission on Information Technology

MINUTES

September 12, 2011 Meeting

Meeting called to order at 7:15 pm.

Roll Call

Members present: Phillip Acosta, Daniel Brooks, Marjorie Conner (Secretary), Steven Cooper, Kostas Liopiros (Chairman), Page Moon (Vice-Chairman), Marie Schuler

Excused: Nina Baliga, Margaret Leary, Lynda Rudd

Absent: Councilman Alicia Hughes, Helen Morris, Debra Roepke (for Councilman Del Pepper)

City Staff Present: Tom Trobridge

A quorum was not established.

Approval of Minutes

There was no quorum to approve the minutes of the July 25, 2011 meeting. The minutes will be voted on at the next meeting of the Commission.

Leadership Plan

A revised Leadership Plan was distributed and discussed. The revision does not include multi-year terms for officers, although there was general support previously for that addition.

The Chairman tasked the Secretary, Marjorie Conner to review whether there are any restrictions in the City Code to multi-year terms for officers and, if not, whether any other City advisory groups have multi-year terms for officers. Marjorie is to report back to the Chairman prior to the next Commission meeting.

A revised draft of the Leadership Plan will be submitted for consideration at the next meeting of the Commission.

Legislative Proposals

The Chairman replied to the memorandum from Bernard Caton, Legislative Director of Alexandria, regarding IT Commission proposals for inclusion in the City's Legislative Package for the 2012 General Assembly Session. The Chairman noted that in the past the IT Commission has not considered legislative solutions in its work and recommendations to City Council. However, the IT

Commission is addressing a number of issues regarding broadband services and broadband infrastructure in Alexandria. Some of these issues might be addressed via regulatory or legislative changes at the local and or state level. The IT Commission would be happy to work with the Legislative Director's office next year should we have any proposals for consideration at the state level.

Broadband Availability Working Group

The Chairman appointed Vice Chairman, Page Moon, to chair Broadband Availability Working Group, which will report to the Chairman. The purpose of the working group is to assess the availability and adequacy of broadband in Alexandria and recommend ways to increase the its availability of adequate broadband to residents and businesses. The Chair tasked Page to develop an outline of an approach and report and to develop a preliminary assessment of broadband availability for consideration at the next Commission meeting.

Civic Engagement Working Group

A chair of the Civic Engagement Working Group was not appointed. The purpose of the working group is to assess the use of digital communications for civic engagement and recommend ways to increase its use -- for residents and visitors.

IT Vision and Strategic Goals/IT Plan Review

The Chairman appointed Steve Cooper in September 2000 to lead the Commission's efforts to develop an IT vision and a comprehensive set of strategic goals linked to and derived from the City's Strategic Plan. The purpose of this effort is to provide a rationale and priorities for *all* of the information and communications technology (ICT) activities and programs across all City Departments and Agencies. The Commission could then use a vision and strategic goals to review and assess the City's annual IT Plan, as well as IT activities of other City Departments and Agencies.

The Chairman reaffirmed the importance of this working group and asked Steve to assign a high priority to completing a draft vision and strategic goals this fall. The coordinated vision and goals should then be reviewed and validated by the Commission and used for review of the IT Plan.

New Commission Meeting

The next meeting of the IT Commission is scheduled for Tuesday, October 11 at 7:00 PM. Room to be announced.

Meeting adjourned at 8:30 pm.