



# Technology Advisory Board (TAB)

01/25/18





# Agenda

- Approve Minutes from 12/18/2017 Meeting
- Follow-Up Items
  - Working Groups (Informational)
  - Capital Fund (Discussion)
- By-Laws (Discussion)
- Open & Public Meetings Act Training
- Conflict of Interest Training
- 2018 Meeting Schedule – Chair – 5 min
- Communication Items for Mayor & Council
- Review Action Items – Truc Tran- 5 min
- Next Meeting – 02/22/18 – Chair - 5 min



# Review Follow-Up Items

Adam Gardiner

TASK	RESPONSIBLE
1. Working Groups	Zach Posner
2. Capital Fund	Adam Gardiner
3. Probable Cause Electronic Filing	Zach Posner

# Working Groups

## Zach Posner



<b>Technology Advisory Board (TAB)</b>		
<b>Governance Working Group (GWG)</b>	<b>Solution and Technologies Working Group (SWG)</b>	<b>Portfolio and Project Working Group (PWG)</b>

- Membership
- Key Deliverables
- Prioritize Key Deliverables
- TAB expectations of Working Groups (Standard Agenda Item)
- Expected meeting frequency for working groups
- Having working group leads give a high level presentation on inputs and outputs



# Proposed TAB Structure

## Zach Posner

### Technology Advisory Board (TAB)

**Inputs:**

- County Strategies
- Recommendations from Working Groups & County Steering Committee
- Budget

**Outputs:**

- Recommendations on IT Strategies, Directions, Policies & Roadmaps
- Recommendations from CIO Working Groups
- Request to CIO Working Groups for Inputs

**Governance Working Group (GWG)**

Business & IS Representatives:  
Trevor Hebditch & Phil Lanouette

**Solution and Technologies Working Group (SWG)**

Business & IS Representatives:  
Ginger Watts & Tyler Andrus

**Portfolio and Project Working Group (PWG)**

Business & IS Representatives: Tony Jolley & Brad Kendrick

**Each Working Group**

5-7 members  
Coordinator - IS



## Governance Working Group (GWG)

### Inputs:

- County Strategies
- Governance Documents
- Industry Trends & New Technologies & Services
- IS Risks
- County Projects
- TAB & other Working Groups Requests

### Outputs:

- IT Strategies & Policies
- Direction Statements & County Wide Roadmaps
- Governance Risk / Budget Implications
- Requests to other Working Groups

Trevor – IS  
Phil Lan – Business  
IT Director – Library  
Brian Boner  
Corey Westergard  
Kelly Wright  
Shanelle Beecher



## Solution & Technologies Working Group (SWG)

### Inputs:

- County Strategies
- Industry Trends & New Technologies & Services
- IS Risks
- TAB & other Working Groups Requests

### Outputs:

- SLCO Technologies & Solutions List Modifications
- Technologies for Solutions
- Technology & Solution Standards
- Technology & Solution Roadmaps
- Technology & Solutions Risk / Budget Implications
- Requests to other Working Groups

Brandon Allgier

Justin Herron

Tyler Andrus

Art Lang

Rob Seiber

David Sperry

Mark Miller



## Portfolio & Project Working Group (PWG)

### Inputs:

- County Strategies
- Governance Documents
- Budget (TCO & Value)
- Risks (Business, Technology, Risk in Doing & Not Doing)
- Overall Portfolio (competing projects)
- Capability & Capacity
- TAB & other Working Groups Requests

Brad Kendrick

Tony Jolley

Ryan Palmer

Phil Conder

Tyson Kyhl

Beth Mitchell

Dorothy Adams

### Outputs:

- Impact Considerations (Technology, Risk & Budget)
- Project Prioritization
- Project & Portfolio Standards
- Recommendations on Overall Project & Portfolio Roadmaps
- Recommendations on Major Project Issues (red)
- Project & Portfolio Risk / Budget Implications
- Requests to other Working Groups





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## Zach Posner

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**Outputs:**

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#### Governance Working Group (GWG)

**Inputs:**

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**Outputs:**

- IT Strategies & Policies
- Direction Statements & County Wide Roadmaps
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#### Solution and Technologies Working Group (SWG)

**Inputs:**

- County Strategies
- Industry Trends & New Technologies & Services
- IS Risks
- TAB & other Working Groups Requests

**Outputs:**

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- Technologies for Solutions
- Technology & Solution Standards
- Technology & Solution Roadmaps
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#### Portfolio and Project Working Group (PWG)

**Inputs:**

- County Strategies
- Governance Documents
- Budget (TCO & Value)
- Risks (Business, Technology, Risk in Doing & Not Doing)
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- Capability & Capacity
- TAB & other Working Groups Requests

**Outputs:**

- Impact Considerations (Technology, Risk & Budget)
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- Recommendations on Major Project Issues (red)
- Project & Portfolio Risk / Budget Implications
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# Ideas for Governance Improvement (Top 10 Suggestions) Zach & Tony

Idea	Proposed Resolution
1. "Keep the Lights On" versus "New Initiatives" concern	Portfolio & Project Working Group
2. How do we get more involvement from the other elected officials? We are not getting much involvement from those not on the board.	Expanded TAB Membership/Working Groups
3. TAB needs to be more than a project review meeting. We need to see what is happening on IS costs that are not considered projects like Security. Any project that needs IS resources.	Portfolio & Project Working Group
4. How does Library fit in with the TAB?	Expanded TAB Membership/Working Groups



# Ideas for Governance Improvement (Top 10 Suggestions) Zach & Tony

Idea	Proposed Resolution
5. What happened with the project scoring?	Portfolio & Project Working Group
6. The budget approval process takes longer than anticipated. We need to begin the notice process earlier.	Portfolio & Project Working Group
7. Focus more on the big picture and strategy. We are reviewing projects too much instead of strategy.	Working Groups

# Ideas for Governance Improvement (Top 10 Suggestions) Zach & Tony

Idea	Proposed Resolution
8. Could we establish a technology capital project fund?	Priority for TAB
9. How do we better inform the Council and the Mayor on technology issues/needs?	Regular Agenda Item for TAB with CIO Presentation for Critical Issues
10. Should project prioritization be done overall and not by a specific delivery area?	Portfolio & Project Working Group



# Nominations for Chair and Vice-Chair

Megan Hillyard



## Meeting Schedule For 2017 and 2018 Ginger Watts

- Thursday, October 26<sup>th</sup>, 9:00 a.m. to 10:30 a.m. (COW)
- Monday, November 13<sup>th</sup>, 3:00 p.m. to 5:00 p.m. (COW) (Due to Holiday Shift)
- Monday, December 18<sup>th</sup>, 3:00 p.m. to 5:00 p.m. (COW) (Due to Holiday Shift)
- 2018 – Fourth Thursday – 9 – 10:30 a.m.?



## Action Items

- *Issues to communicate to Mayor or Council? - Zach*
- *Review new action items – Truc Tran*



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Next Meeting – 11/13/17

Thank you!

