TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION
Special Meeting
September 25, 2024, 7:00 p.m.
Quinlan Conference Room
10185 N. Stelling Road

APPROVED MINUTES

CALL MEETING TO ORDER
Meeting was called to order at 7:06 pm

ROLL CALL

Commissioners Present:	Prabir Mohanty, Emma Shearin, Mukesh Garg, Balaram Donthi, Sudeep Kumar
Staff Present:	Teri Gerhardt, CGCIO, Chief Technology Officer (CTO) Tommy Yu, CGCIO, Infrastructure (IT) Manager

APPROVAL OF MINUTES
1. **Subject: Approve the July 3, 2024, regular meeting minutes.**

Vice Chair Shearin made a motion to approve the July 3, 2024, regular meeting minutes. Chair Mohanty second the motion.

Motion passes unanimously.

ORAL COMMUNICATIONS
This portion of the meeting is reserved for persons wishing to address the commission on any matter not on the agenda. Speakers are limited to three (3) minutes per person. In most cases, state law will prohibit the commission from making any decisions with respect to a matter not listed on the agenda.

NEW BUSINESS
2. **Subject: Review proposed staff amendments to TICC Cupertino Municipal Code Chapter 2.74**

Infrastructure Manager Yu presented the PowerPoint on file in the Commission records.

The presentation covered background on TICC Municipal Code, Purpose of proposed staff amendments, proposed amendment highlights, and next steps.

The Commission discussed and asked questions, acknowledging staffs proposed changes.

3. **Subject: Provide update on promoting the Santa Clara County Seriff's Office camera Registry Program**

Infrastructure Manager Yu provided the following update:

Yu mentioned staff is working with City Managers Offices of Emergency and Communications to develop marketing strategy. Staff Liaison Yu provided background on the item and next steps including doing a social media campaign that covers posts on Nextdoor, Facebook, and the City's social media channels.

The Commission and Staff Liaison Yu discussed working with the Communications team to develop a strategy including the Commission's recommendations and distribute via the Block Leaders Program while working with the Sheriff's Office and Office of Emergency Management on best practices on what to advertise and how to advertise.

The Commission thanked IT Manager Yu.

4. Subject: Review the Draft TICC Annual Report to City Council Presentation

The Commission and Chief Technology Officer Gerhardt reviewed the PowerPoint on file in the Commissions records.

The presentation introduced the Commissioners, referenced the Commission Muni Code, and summarized the Commissions accomplishments and future initiatives.

5. Subject: Receive Overview of the City's Artificial Intelligence (AI) Policy

Chief Technology Officer Gerhardt presented the PowerPoint on file in the Commissions records.

The Presentation reviewed Policy Objectives, Key Principles for AI System, Roles and Responsibilities, General Guidelines for AI Systems, Acceptable and Prohibited uses, concluding with enforcement.

The Commission discussed and asked questions, thanking CTO Gerhardt.

6. Receive Cybersecurity Subcommittee report from Commissioners Donthi and Kumar

Commissioner Kumar presented a General Plan Outine to the Commission on file in the Commissions Records.

Commissioner Kumar relayed he and Commissioner Donthi have narrowed down their top ideas to Cyberbullying Prevention & Awareness Program for Students, Mentorship Program for Youth, and Senior Cybersecurity Workshops.

Next steps will include presenting their research at the November regular meeting, as well as providing the group with an overview of how they would approach each option.

The Cybersecurity subcommittee's objectives will be to find and recommend appropriate venue(s), while taking into consideration limited staff resources.

The Commission discussed and asked questions, thanking the Subcommittee for the report.

OLD BUSINESS
> **7.   Subject: Review TICC 2024 Schedule and Work Plan**

The Commission reviewed and discussed the Schedule and Workplan. As part of Review, Commissioners availability was discussed.

The Commission concluded confirming availability for the next regular meeting on November 6, 2024.

STAFF AND COMMISSION REPORTS
> **6.   Review Mayor's Meeting 2024 Calendar**

Chair Mohanty and Vice Chair Shearin assigned attendance for the mayor's meeting. November 20 (zoom): Vice Chair Shearin

> **7.   Receive update from Mayor's meeting with Commissioners.**

General updates provided by Chair Mohanty who attended the July meeting.

> **8.   Subject: Receive Commissioners Report**

General updates provided.

FUTURE AGENDA SETTING

ADJOURNMENT
Chair Mohanty adjourned the meeting at 8:20 pm.

SUBMITTED BY: APPROVED BY:

/s/ Marilyn Pavlov   */s/ Prabir Mohanty*

_____   _____

Marilyn Pavlov, Commission Secretary   Prabir Mohanty, Chair