

TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION

Regular Meeting

September 7, 2022, 7:00 p.m.

APPROVED MINUTES

CALL MEETING TO ORDER

Chair Garg called the meeting to order at 7:01 pm

ROLL CALL

Commissioners Present: Mukesh Garg, Naidu Bollineni, Prabir Mohanty, Eliza Du

Commissioners Absent: Rajaram Soundararajan

Guest Speakers: Teri Gerhardt, GIS Manager
Nidhi Mathur, Applications Manager

APPROVAL OF MINUTES

1. **Subject: Approve the August 3, 2022, regular meeting minutes.**

Chair Garg made a motion to approve the August 3, 2022, regular meeting minutes.

Commissioner Mohanty second the motion.

Motion passed 4-0 with Commissioner Soundararajan absent.

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 a person. In most cases, state law will prohibit the commission from making any decisions with respect to a matter not listed on the agenda.

A. None

WRITTEN COMMUNICATIONS

A. None

OLD BUSINESS

2. **Subject: Receive a progress report on digitization of City Business processes.**
Presenters: Teri Gerhardt, GIS Manager, and Nidhi Mathur, Applications Manager

GIS Manager Gerhardt and Applications Manager Mathur presented the PowerPoint on file in the Commission records.

The presentation consisted of demonstrations of Recent Activity of online Services pertaining to Residents/Business owners.

Applications Manager Mathur demonstrated:

- Business License move to ACCELA
 - New BL Application online
 - Renewal of existing BL online
- Residents can now sign permits digitally
- Plan check portal and Accela portal consolidation
- Zendesk implementation for Community Development Dept. staff to manage customer communications
- Logikull Public Records Act Management to automate processing
- Teen Commission Candidate Online Application
- Community Grant App for Recreation
- Bike Events Management for Safe Routes to School

GIS Manager Gerhardt demonstrated:

- Gridics Platform: Allows permit applicants to visualize and interpret how zoning requirements apply to specific properties.
- CodeHUB/MuniMap/ZoneCheck: Comprehensive Zoning Code Platform
- Agency Counter: Public app that gives access to City Permits back to 2005.
- COVID exposure tracing
- The Hub, employee Intranet portal
- Thirty plus digitized forms

The Commission asked questions through the interactive demonstrations.

The Commission thanked GIS Manager Gerhardt and Application Manager Mathur for their presentation.

3. Subject: Review TICC FY22-23 Work Program

GIS Manager Gerhardt provided an update:

Project	Objective	Status
License Plate Recognition (LPR)	Research and Interview Bay Area Cities that use License Plate Recognition	City staff met with Sheriff Urena and a Project Charter was developed and distributed.
Cybersecurity Education	Increase Fraud Prevention Awareness	An invitation to meet with Commissioners Soundararajan and Du to define scope was shared.
Climate Monitoring and Noise Measurement	Monitor and report on Lehigh and Stevens Creek Quarries. Includes noise and pollution monitoring for these locations.	Applications Manager Mathur shared weblink from City website.

Background:

License Plate Recognition: In partnership with the County Sheriff, install LPR devices for the automated detection of license plates. This data will only be for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction, and stolen property recovery.

Cybersecurity: Provide education on cybersecurity to City residents, guests, and businesses. A subcommittee was formed consisting of Commissioners Soundararajan and Du.

Climate Monitoring and Noise Measurement: Pilot project extended another year. The pilot consists of installing sensors to monitor Pollution and Noise Environments in the area adjacent to Lehigh and Stevens Creek Quarry. Each location has two sensors, to monitor noise and air quality levels.

The Commission thanked GIS Manager Gerhardt for the informative update.

NEW BUSINESS

- 4. Subject: Receive Subcommittee Report on Cyber Security Education from Commissioners Soundararajan and Du.**

With Commissioner Soundararajan's absence, the Commission tabled this item for next Commission meeting.

STAFF AND COMMISSION REPORTS

- 5. Subject: Receive Commissioner Report from the Mayor's Meeting**

- Commissioner Mohanty provided an update

- 6. Subject: Review Activities Calendar**

The Commission reviewed the schedule for upcoming Mayors Meetings:

- October 12: Commissioner Mohanty
- November 9: Vice Chair Bollineni
- December 14: Commissioner Du

- 7. Subject: Review Action Items List**

The Commission reviewed Action Items list.

- 8. Subject: Commissioner Updates**

ADJOURNMENT

Chair Garg adjourned the meeting at 8:27 pm.

SUBMITTED BY:

Marilyn Pavlov

Marilyn Pavlov, Secretary

APPROVED BY:

Mukesh Garg

Mukesh Garg, Chair