

Agenda

Executive Board Meeting

*Friday, March 25th • 10:00am –12:00pm
Council Chambers, Mercer Island, WA*

Audio - Please call 1-877-848-7030 and then NEW Access Code 8765293.

*Visual –GoToMeetings by clicking on this link:
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Consent Items

Approval of December 7, 2015 Executive Board Meeting Minutes (attached)

Strategic Issues, Planning and/or Action Items

1. Draft Budget and Priority Discussion (40 minutes)
 - a. Review previously stated Executive Board priorities
 - i. Have priorities changed?
 - b. Review draft budget and assumptions
 - i. Does this align with your priorities?
2. Opportunity for Open Data and Big Data (40 minutes)
 - a. Discuss opportunity to invest in data
 - i. Does this align with your priorities of open data, smart cities, and information security?
 - b. Discuss steps in investigation before final decision (if applicable)
3. Next Steps in Budget Process

Minutes

Executive Board Meeting

Monday, December 7, 2015 • 1:00 to 3:00pm
1E-120, Bellevue City Hall, WA

Executive Board Attendees: Bob Harrison (Chair), Issaquah; Toni Cramer for Brad Miyake, Bellevue; Mike Kaser for Noel Treat (on the phone), Mercer Island; Tracey Dunlap for Kurt Triplett, Kirkland; Peter Troedsson for Bob Stowe, Bothell; Nany Ousley for Rob Karlinsey (on the phone), Kenmore; Bob Larson, Snoqualmie

Operations Board Attendees: Brenda Cooper (Co-Chair), Kirkland.

Other Staff: Brenda Cooper, Kirkland; PJ Rodriguez, Snoqualmie; Tracy Jones (Executive Director, eCityGov); Sheri Galloway, eCityGov.

Call to Order

The meeting was called to order at 1:07pm by Bob Harrison.

Consent Items

Approval of August 26, 2015 Executive Board Meeting Minutes

Peter motioned to approve the August 26, 2015; it was seconded by Toni and approved by all.

Strategic Issues, Planning and/or Action Items

1. NWM Recommendation and Discussion

Tracy provided a high-level overview of the Slalom process and the NWM Strategy Team discussion and recommendation. The NWM Strategy Team is comprised of the Operations Board and NWM Program Team. The Strategy Team unanimously recommended to 1) Sunset NWM at the end of 2016, 2) Conduct a citizen survey on open data and mapping to understand needs and 3) Re-allocate 500+ development hours to another application. In addition, the Operations Board and Executive Director are recommending the re-allocation of hours go to GJT.

The following is each recommendation, executive board discussion, and decision.

- a. Recommendation to sunset NWM at the end of 2016
Per the NWM Strategy Team, Tracy recommended sunseting NWM at the end of 2016. The cities see value in regional GIS, but recognize that the current application does not meet the needs.

Tracey Dunlap requested that if possible NWM be taken down before the end of the year and asked about the savings of taking it down sooner. It was briefly discussed and there would not be significant savings with taking it down early.

PJ asked if the NWM code could be shared with cities that did not have their own GIS yet. The Board requested that Tracy find out if eCityGov owns the code for NWM and if it can be shared.

Motion: Toni made a motion to sunset NWM no later than the end of 2016 and sooner if feasible. Peter seconded and all were in favor.

b. Redirect 500+ hours to another application

Tracy explained that both NWP and GJT are built on web forms, which at some point will no longer be supported by Microsoft. To keep NWP and GJT on up-to-date architecture, both need to be re-architected at some point in the future. The Operations Board and Tracy are recommending to reallocate the 500 NWM hours to GJT. The reasoning is that the GJT application is widely-used, contains customer data, and is the more sellable.

Toni also brought up the possibility of refunding some of the 500 hours if there was not work to re-allocate it to. She said Bellevue has a lot of internal work for developers. The Executive Board discussed and agreed that the Operations Board could review the current technology needs and determine how the 500 development hours should be used or if they should be reimbursed.

Motion: Toni made a motion to have the Operations Board reallocate the development hours as they see fit. Tracey seconded the motion and all were in favor.

c. Conduct a survey for GIS/mapping and open data

Per the NWM Strategy Team, Tracy provided the recommendation to conduct a survey to understand resident needs. Options for the survey include web survey, phone survey, and no survey. The phone survey could be statistically significant and would likely cost between \$14,000 and \$30,000.

Tracey said that Kirkland is interested in understanding resident need for open data and would consider a phone survey for statistical significance. Toni said that cities had previously conducted a survey and asked Tracy J to send it to Tracey. She also said that Bellevue and other cities have included questions about mapping and open data in the large city survey. Toni said that a statistically significant survey for eCityGov would likely cost more than \$30,000. There are a lot of things to consider, including population and demographics.

Mike expressed that he would like to know how citizens view open data before investing in it. Toni said that surveys should be done at the city level and that historically response to eCityGov surveys and we struggle with getting good responses. Tracey said that if cities are going to do individual surveys, then maybe cities should agree on core questions for mapping and open data so that we can compare results by city.

Mike said that he is open to another method to understand what citizens want. Right now they do not have people requesting open data.

The Socrata pricing option was mentioned and Tracy pulled up the November Operations Board meeting materials to show the price options. The options included 10 or 25 data sets for cities, and cities can have different data sets and only federate data sets that are the same. Tracy also said that Socrata said the rates would change in February 2016, so the rates may have to be renegotiated.

Bob said that instead of paying for an eCityGov survey, the SPP fund balance could be refunded to Partners and Partner cities could conduct their own surveys as needed. Also the SPP fund balance could be used to help implement Open Data.

Brenda asked if the operations board could do more research on open data and bring back a recommendation to the executive board. The Board decided not to make a motion for an eCityGov survey and requested the Operations to bring back more information and recommendation on Open Data.

2. Audit Update

Bob said the audit exit interview was this morning and that there were no findings. This is great for a first audit.

3. MyParksandRecreation.com Updated Recommendation

Tracy said the Board previously said that the recreational component of MPR should end before mid-year 2016. Afterwards, Mike requested to leave it up until September 2016. The Operations Board did not see an issue with leaving it up until September 2016.

Motion: Bob made a motion to extend recreational component of MPR to September 2016. Peter seconded and all approved and all were in favor.

4. Budget Priorities

Tracy provided a quick priority exercise and each member of the board spent 5 minutes identifying where they would spend \$100 and cut \$25. Each member shared their exercise results. This is for discussion purposes only and to give Tracy a sense of city priorities going into the 2017/2018 eCityGov Budget.

The following table shows each Partner's interest based on the \$100 exercise.

**Please note Bothell was removed since not a partner in 2016. Sammamish was not present but performed exercise via email.*

	Bellevue	Issaquah	Kenmore	Kirkland	Mercer Island	Sammamish	Snoqualmie	Votes
GJT	10	20	20	25	10		10	6
MBP	50	40	40	50	50		40	6
MPR								0
NWP	5			20				2
Open Data		15	15	5			30	4
GIS	10		15			50		3
Smart Cities	25	15			10		10	4
Emergency Ops		5			15	50		3
Inf Security		5	10		15		10	4
Total	\$ 100							

Special Session

Motion: A motion was made by Peter at 2:38pm to adjourn into a special session to discuss the annual review for executive director. Seconded by Toni and approved by all.

Motion: A motion was made by Toni to provide a salary 5% increase, seconded by Nancy, and all approved.

Adjournment

Motion: A motion was made by Peter at 2:57pm to adjourn the meeting, seconded by Nancy, and all approved.