

**INNOVATION AND TECHNOLOGY COUNCIL COMMITTEE
MEETING MINUTES
TUESDAY, JANUARY 22, 2019
1:30 PM
MUNICIPAL PLAZA BUILDING**

Members Present:	Councilmember Manny Peláez, Chair, <i>District 8</i> Councilmember Roberto C. Treviño, <i>District 1</i> Councilmember Rebecca Viagran, <i>District 3</i> Councilmember Shirley Gonzales, <i>District 5</i> Committee Member DeAnne Cuellar, <i>Citizen</i> Committee Member Dirk Elmendorf, <i>Citizen</i>
Members Absent:	Committee Member Will Garrett, <i>Citizen</i>
Staff Present:	Maria Villagómez, <i>Assistant City Manager</i> ; Craig Hopkins, <i>Chief Information Officer of Information Technology Services Department</i> ; Patsy Boozer, <i>Chief Information Security Officer of Information Technology Services Department</i> ; Brian Dillard, <i>Interim Chief of Innovation</i> ; Art Reinhardt, <i>Assistant Director of Transportation & Capital Improvements</i> ; Benjamin Crampton, <i>Information Technology Services Department</i> ; Anthony Aleman, <i>Information Technology Services Department</i> ; Sunny Khemalaap, <i>Information Technology Services Department</i> ; Roger Gonzalez, <i>Office of the City Manager</i> ; Alicia K. Beckham, <i>Office of the City Clerk</i>
Others Present:	<i>None</i>

1. Approval of the December 11, 2018 Innovation and Technology Committee minutes.

Councilmember Treviño moved to approve the Minutes for the December 11, 2018 Innovation and Technology Committee Meeting. Committee Member Cuellar seconded the motion. Motion carried unanimously by those present.

Councilmember Viagran entered the meeting at this time.

2. Briefing on Cyber Events Plan for FY2019. [Ben Gorzell, Chief Financial Officer; Craig Hopkins, Chief Information Officer; Patsy Boozer, Chief Information Security Officer]

Patsy Boozer stated that the Cyber Security Team was designed and organized to implement the five disciplines of the Cyber Security Framework (CSF). She noted that the five disciplines were: 1) Identify, 2) Protect, 3) Detect, 4) Respond, and 5) Recover. She added that Benjamin Crampton, Anthony Aleman, and Sunny Khemalaap were three of the 11 members on the Team.

Ms. Boozer stated that the role of the Cyber Team was to provide the following:

- Cyber Resilience
- Build and Maintain Defenses
- Intrusion

- Proactively Self-Assess
- Respond to Incidents
- Support Regulatory Compliance

Ms. Boozer stated that the Cyber Security Team required the use of innovative technologies to coordinate and execute Cyber Security Training. She noted that the Federal Emergency Management Agency (FEMA) supported the Team's live Cyber Exercise that included Federal, State, Municipal and Community Partners. She added that there were 100 participants and FEMA had not provided a report of the exercise as of yet.

She reported that staff had been developing the Annex-X and Municipal Security Operation Center (SOC) that would respond to a Cyber Attack on the City. She stated that they would update the Annex-X after FEMA shared their report of the Cyber Exercise. She noted that the SOC would allow the City to explore the cost, monitoring, training, and innovation required to become the model Urban Cyber Security Center of Excellence. She added that the SOC Municipal Partners would be CPS Energy, San Antonio Water System, and VIA Metropolitan Transit Authority to offer year around Cyber Security.

Committee Member Elmendorf asked how the City's Cyber Security was being monitored. Ms. Boozer stated that staff was monitoring the Security 24 hours a day.

In response to Councilmember Gonzales, Ms. Boozer stated that the Information Technology Services Department (ITSD) could recruit with the City for our Cyber Security Team. Councilmember Gonzales asked if a Municipal Partner's security was breached; would it affect the City. Ms. Boozer stated that a security breach could occur for many reasons.

Chairperson Peláez asked if ITSD had purchased the Darktrace Cyber Defense Program. Ms. Boozer replied that it had not been approved by City Council.

No action was required for Item 2.

3. Briefing and possible action on the Customer Relationship Management System Pilot [Ben Gorzell, Chief Financial Officer; Craig Hopkins, Chief Information Officer]

Craig Hopkins reported that the City had procured licenses through the Salesforce Platform to implement a Contract Management System. He noted that the City had 6,600 active contracts in multiple departments, and each department managed contracts differently. He added that the Finance and ITSD would conduct an internal pilot to evaluate the Contract Management System capabilities, paying particular attention to business and technical requirements.

Mr. Hopkins stated that the solution would enable Department staff to load and track workflow, tasks, responsible parties, location for stored contract documentation, and integrate with all City contracts. He noted that the pilot would last three to six months, and data would be captured through the program. He stated the goal was to use a common platform that would integrate with the City's Core Systems SAP and FileNet, with the ability to review and approve contract terms. He mentioned that the pilot would improve efficiencies and customer service.

Chairperson Peláez suggested that staff consult with the City Attorney's Office at the end of the Pilot Program.

Councilmember Treviño noted the importance of the City sharing information with customers. He asked how the information would be shared with other intergovernmental agencies. Mr. Hopkins responded that the pilot would introduce a model for all departments to communicate similarly.

No action was required for Item 3.

4. Briefing on SmartSA Innovation Zones Vendor Summit. [María Villagómez, Assistant City Manager; Brian Dillard, Interim Chief Innovation Officer]

Brian Dillard stated that the Innovation Office received over 3,700 surveys to address community priorities. He noted that the top challenges addressed in the survey were pedestrian safety, parking, and traffic congestion. He added that in January 2019, the City partnered with CPS Energy, San Antonio Water System, San Antonio River Authority, and VIA Metropolitan Transit Authority to host a SmartSA Vendor Summit at the Henry B. Gonzalez Convention Center.

Mr. Dillard reported that the Summit was a nontraditional Request for Information (RFI). He stated that there were 4,400 local and national vendors invited to attend and that 127 attended. He noted that the SmartSA Vision focused on the three Innovation Zones.

Mr. Dillard stated that the next steps were to update SmartSA Homepage with video recordings, proto-personas and journey maps, panel presentations, and the attendee list. He noted that they would email Post-Summit Questionnaires and Survey Responses with a deadline to return on February 22, 2019. He added that they would release a Request for Proposal (RFP) and Request for Competitive Sealed Proposal (RFCSP) in May or June of 2019.

Chairperson Peláez suggested that staff return to the Committee to receive feedback before the release of the RFP and RFCSP.

Councilmember Treviño recommended that staff coordinate with departments that oversee pedestrian safety and parking. Mr. Dillard stated that staff would partner with internal and external stakeholders to address the top challenges.

Chairperson Peláez asked that the Innovation Office present to the Committee on SmartSA Capabilities that could be used in Municipal Court.

No action was required for Item 4.

Adjourn

There being no further discussion, the meeting was adjourned at 2:31 PM.

Respectfully Submitted,

Manny Peláez , Chairman

*Alicia K. Beckham,
Office of the City Clerk*