Annual Internal Review

This report covers the time period of 7/1/2017 to 6/30/2018

Community Technology and Telecommunications Commission

The Board/Commission mission statement (per the City Code) **is:**

§ 2-1-107 COMMUNITY TECHNOLOGY AND TELECOMMUNICATIONS COMMISSION.

The Community Technology and Telecommunications Commission (CTTC) membership should be broadly representative of community interests. A commissioner should have resided continuously within the City for not less than 180 days.
In this section:

- Information and communications technology includes digital devices, networks, and software that allow people to create, access, store, transmit, and manipulate information.

- Community technology includes information, communications technology training, and access that promotes civic and cultural participation, employment, and life-long learning.

- Telecommunications services include all transmission of voice, data, or video by means of permanent facilities installed in the City's rights-of-way or by means of radio transmission.

The purpose of the board is to advise the city council on regarding issues that include:

(1) Community technology;

(2) Telecommunications services;

(3) New sources of funding for access television projects;

(4) New sources of funding for community technology projects;

(5) Allocation of annual financial support;

(6) The evaluation of the performance of access television contractors and other community technology contractors, including development of criteria to be used for evaluations; and

(7) Information and communications technology facilities and services that are operated by the City for public use, including the City web site, Internet services and open government technology.

The Commission shall conduct public hearings regarding issues that include:

(1)   The performance of access television contractors, and other community technology contractors; and

(2)   The identification of community cable, telecommunications, and technology needs.

The Commission shall promote access to telecommunications services and community technologies by methods including:

(1)   Public awareness, use, and viewership of access television programming and other community media;

(2)   Identifying community technology needs and problems in the City and defining innovative programming approaches to those needs and problems; and

(3)   Public awareness of telecommunications policy and community technology issues.

The Commission shall serve as a coordinating forum for issues relating to the provision of every different type of telecommunications services and community technologies, by receiving reports and recommendations from other City boards and commissions and from City departments, and forwarding these to the city council.

The commission does not possess any sovereign authority regarding any cable television or cable related telecommunications issue, and the commission serves in an advisory capacity only.

1. **Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

Technology, Infrastructure, and Innovation Working Group.

Members
- Chair: Sumit Dasgupta
- Chair: David Floyd
- Nehemiah Pitts
- David Alexander
- Malcolm Yeatts

Activities
- Presentation on permitting for communications infrastructure
  - Paul Lewis, Assistant Director of TARA
  - Greg Pepper, Acting Division Director of the Right of Way Division of ATD
  - Andy Linseisen, Assistant Director of the Development Services Department
  - Susan Groce, Support Services Manager at Austin Energy
- Written update on the Smart Cities Digital Strategy
  - Ben Guhin, Innovation Office
- Written report from Austin Transportation on the City's Autonomous/Electric vehicle plans (the New Mobility Plan)
- Presentation from ATD on the City's Autonomous car efforts
  - Karla Taylor
- Commission reviewed and approved a letter of support for Texas A&M's proposal to create and support a 5G-based research platform
- Updates on the Legislative and Regulatory Overview, and Public, Educational and Government Access
- Presentation by Austin Transportation Department on the technology/smart city aspects of the Mobility Bond
  - Jorge Riveros
- Presentation by the Innovation Office on the Smart Cities Strategic Roadmap and the Maturity Model
  - Kerry O'Connor, Chief Innovation Officer
- Presentation by CTM on how the City shares tech-related infrastructure across departments
  - Stephen Elkins, Chief Information Officer
- Presentation on the Paper Census by Austin Tech Alliance
  - Sarah Ortiz Shields
- Presentation on the Community Connections Program
  - John Speirs, TARA

- Presentation on the Austin Energy District Cooling Program
    - Jim Collins, Director of On-Site Energy Resources
- Presentation on the Greater Austin Area Telecommunications Network
    - Frank Ammons, IT Project Manager Senior
- Presentation on state laws limiting the ability of the City to pursue remuneration for private use of City rights of way
    - Paul Lewis, TARA

Digital Inclusion Working Group.

Members

- Chair: Nehemiah Pitts III
- David Alexander
- Aaron Tao
- Amber Allen
- Claudia Yanez

Activities

- Presentation from Motion Media Arts Center on their programs and services
    - Anne Kelley
    - Faiza Kracheni
- Presentation from Austin Public on their facility, programs, and services
    - Erica Deiparine-Sugars, ED
- Presentation from Economic Development Department on the City's Economic Development policy
- Grant for Technology Opportunities
    - Approved the 2018 grant reviewers
    - Received updates on GTOPS 2018 process
    - Approved the 2018 GTOPs award recommendations
- Presentation from AISD on the technology aspects of AISD's November bond
    - Kevin Schwartz, CIO of AISD
- Presentation from the Public Information Office and the Innovation Office on how the City is improving the City website
    - Marni Wilhite
    - Ashlee Harris
    - Ben Weatherman
- Presentation by TARA on the Digital Empowerment Community of Austin
    - John Speirs
- Presentation on the recommendation to Council on awardee for Community Technology Access Lab Management Services Contract
    - John Speirs, TARA
    - Matthew Duree, Purchasing Office

- Approved Recommendation to City Council on the Community Technology Access Lab Management Services
- Presentation on the Community Connections Program
  - John Speirs, TARA
- Approved Recommendation to City Council on budget recommendations for the Grant for Technology Opportunities Program, the exploration of a Wi-Fi hotspot lending program for Austin Public Library, and funding for the creation of a new City website

Knowledge, Information, and Data Stewardship Working Group.

Members

- Chair: Angela Newell
- David Floyd
- Nehemiah Pitts III
- David Alexander

Activities

- Presentation on Austin's Office of the Chief Information Security Officer
  - Kevin Williams, Chief Information Security Officer
- Presentation by Austin Police Department on the body camera website
- Presentation on the Paper Census by Austin Tech Alliance
  - Sarah Ortiz Shields
- Presentation on the Residential Technology Survey and surrounding research
  - Dr. Wenhong Chen, University of Texas

Transparency and Civic Participation Working Group.

Members

- Chair: Malcolm Yeatts
- Claudia Yanez
- Aaron Tao

Activities

- Presentation by Austin Police Department on the body camera website
- Presentation from the Public Information Office and the Innovation Office on how the City is improving the City website
  - Marni Wilhite
  - Ashlee Harris
  - Ben Weatherman
- Presentation on resources available on the City website
  - Carol Gibbs
- Presentation on the Paper Census by Austin Tech Alliance

- Sarah Ortiz Shields

2. **Determine if the board's actions throughout the year comply with the mission statement.**
The Board's actions comply with the mission statement.

3. **List the board's goals and objectives for the new calendar year.**
See the 2018-2019 Work Plan below for review:

This Workplan sets out the areas of focus and corresponding working groups for the Commission. Each area of focus has a working group, challenge statements, and planed actions. Once formally adopted at the Commission's June 2018 meeting, the implementation and actions can be amended over the year based on the majority approval of each team.

Focus Areas for Community Tech & Telecom Commission

- Technology Infrastructure & Innovation
- Digital Inclusion & Civic Engagement
- Knowledge, Information, and Data Stewardship

Strategic Intent

It is the City's intent to use information and communications technology to enhance its livability, workability and sustainability design. The Commission will play a role in ensuring "the use of smart computing technologies to make the critical infrastructure components and services of a city (such as city administration, education, public health and emergency services, public safety, real estate and planning/ development, code enforcement, transportation and utilities) more intelligent, interconnected and efficient.

The Commission's vision is to transform services and improve quality of life with and for all Austinites, businesses, and visitors through the focus areas of *Technology Infrastructure & Innovation, Digital Inclusion & Civic Engagement, Knowledge, Information, and Data Stewardship.* The Commission's goal is to support the City's efforts to become increasingly efficient in solving real problems for real people.

The Commission will develop reports and recommendations to Council through collaboration with relevant City departments and commissions, community partners and stakeholders (including the local technology community). These reports and recommendations will: 1) Inform City policy decision-making, 2) Identify Smart City solutions and initiatives to tackle local challenges and improve city services, and 3) Recommend potential public and private opportunities for

these initiatives. These reports would be generated in the Commission Working Groups and be voted on by the whole Commission.

Community Technology & Telecommunications Commission

Commission Chair and Members:

Chair Malcolm Yeatts - Council Member Sabino "Pio" Renteria, District 3

Amber Allen - Mayor Steve Adler

Nehemiah Pitts III - Council Member Ora Houston, District 1

Claudia Yanez - Council Member Delia Garza, District 2

David Alexander - Council Member Gregorio Casar, District 4

Dave Floyd - Council Member Ann Kitchen, District 5

Irfan Syed - Council Member Jimmy Flannigan, District 6

Vacant - Council Member Leslie Pool, District 7

Aaron Tao - Council Member Ellen Troxclair, District 8

Angela Newell - Mayor Pro Tem Kathie Tovo, District 9

Sumit DasGupta - Council Member Alison Alter, District 10

Commission Challenge Statements:

The Commission shall address these challenges over the next year:

1. How might the Commission encourage and monitor the development, adoption, and deployment of small cell and other advanced/upcoming technology?
2. How might the Commission provide citizen oversight over and insight to smart city and open government efforts?

Actions:

Over the next year, the Commission shall support implement actions of the working groups in alignment with the Commission's Strategic Intent.

Technology, Infrastructure, & Innovation

Working Group Chair and Members:
- Chair David Floyd
- Sumit DasGupta
- Nehemiah Pitts
- David Alexander
- Malcolm Yeatts

Challenge Statements:

This Commission Working Group shall address these challenges over the next year:

- How might the City of Austin use technology to provide enhanced municipal services?

- How might the City of Austin share City infrastructure and services?

- How might the City of Austin advance startups, possibly by using City Infrastructure and possibly via public/private partnerships?

- How might the City of Austin utilize excess bandwidth for public benefit in promoting more innovation or bridging the digital divide?

Actions:

Over the next year, this commission shall:

1. Collect and review data on existing City of Austin network infrastructure

2. Connect with other City of Austin commissions who have oversight authority in order to increase effectiveness and impact.

3. Evaluate if networks can be combined

   a. If they can, recommend action to City Council

   b. If not, publish findings

Digital Inclusion and Civic Engagement

Working Group Chair and Members:
- Chair Nehemiah Pitts III
- David Alexander
- Aaron Tao
- Claudia Yanez
- Amber Allen
- Malcolm Yeatts

Challenge Statements:

This Commission Working Group shall address these challenges over the next year:

- How might the City of Austin and the Commission identify unintended consequences of development?

- How might the City of Austin and the Commission stay engaged with community groups to keep citizens informed on how to utilize the City of Austin websites?

- How might City of Austin leverage private sector resources via public/private partnerships?

Actions:

Over the next year, this commission shall:

1. Collect, review, and analyze data on the Grant for Technology Opportunities Program (GTOPs)

2. Recommend to the Austin City Council additional resources for GTOPs

3. Recommend to the Austin City Council on the modernization of City of Austin ordinance on video conferencing on commission meetings to allow for remote participation for Commissioners

4. Explore public/private partnership pilot opportunities, potentially involving Wi-Fi hotspot loan programs for Austin Public Library or smart kiosks

    a. Analyze the pilot effort

    b. Generate a report on the analysis

Knowledge, Information, and Data Stewardship

Working Group Chair and Members:

- Chair David Alexander
- Dave Floyd
- Nehemiah Pitts III
- Angela Newell

Challenge Statements:

This Commission Working Group shall address these challenges over the next year:

- How might the City of Austin balance the competing values of open data and data security

- How might the Commission identify information that is not available on the City of Austin Website and work towards making that information public?

- How might the City of Austin ensure its website is accessible and useful to every Austin resident?

- How might the Commission provide citizen oversight of the City of Austin's collection and use of data?

- How might the Commission remain aware of City of Austin technology pilots and projects in order to provide citizen oversight and insight?

Actions:

Over the next year, this commission shall:

1. Identify information that not available on the City of Austin Website and advocate for the information to be made available

2. Stay informed on the re-design of the City of Austin website in order to provide citizen oversight of the process

3. Receive presentation on the learnings from the 2017 Digital Assessment Project

4. Receive presentation on all City of Austin technology pilots and projects via the Open and Smart Advisory Committee and monitor progress