



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE
Ted Wheeler, Mayor

Tom Rinehart, Chief Administrative Officer
1120 SW Fifth Ave., Room 1250
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(503) 823-1182
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REPORT TO COUNCIL

To: Mayor Ted Wheeler

From: Tom Rinehart, Chief Administrative Officer

Subject: Accept the Quarterly Technology Oversight Committee Report from the Chief Administrative Officer (Report)

As the Chief Administrative Officer with responsibilities for technology project oversight, I am submitting the quarterly report of the Technology Oversight Committee (TOC), attached as Exhibit A.

The TOC has been meeting monthly since September 2011. Processes have been created for early and continued technology oversight by an independent five-member citizen body for the purpose of increased transparency and accountability. Elements of the technology oversight include:

- Early identification of City technology projects and assessment by the bureau, Bureau of Technology Services (BTS), and TOC as to whether a project warrants TOC oversight.
- TOC citizen oversight on significant City technology projects (high risk, high cost, etc.).
- Regular, standardized information from City bureaus to TOC about technology project status.
- External quality assurance (QA) consultant required on technology projects under TOC oversight.
- Regular, standardized information from QA consultant to TOC about technology project status.
- Quarterly reports from the TOC to the Chief Administrative Officer that are provided to the City Council.

This report covers TOC activity from January through March 2018. The report summarizes the status of the technology projects under the TOC's purview. During the time of this report, the TOC provided oversight on one project: BTS's and Bureau of Development Services' Portland Online Permitting System (POPS). TOC has been providing oversight to the City Budget Office's Request for Proposals to replace budget software and expects to oversee the project once the contract is finalized.

I recommend that Council accept the report.

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To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.



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TO THE COUNCIL

The Commissioner of Finance and Administration concurs with the recommendations of the Chief Administrative Officer.

RECOMMENDS

Council accept the report.

Respectfully submitted,

Ted Wheeler
Mayor

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Agenda No.
REPORT
Title

Accept the Quarterly Technology Oversight Committee Report from the Chief Administrative Officer (Report)

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| <p>INTRODUCED BY Commissioner/Auditor: <i>Wheeler</i></p> | <p>CLERK USE: DATE FILED <u>APR 24 2018</u></p> |
| <p>COMMISSIONER APPROVAL</p> <p>Mayor—Finance & Administration - Wheeler <i>JC</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Eudaly</p> | <p>Mary Hull Caballero Auditor of the City of Portland</p> <p>By: <u><i>[Signature]</i></u> Deputy</p> |
| <p>BUREAU APPROVAL</p> <p>Bureau: OMF <i>TH</i> CAO/Bureau Head: Tom Rinehart</p> | <p>ACTION TAKEN:</p> <p>MAY 02 2018 ACCEPTED</p> |
| <p>Prepared by: Jen Clodius <i>JC</i> Date Prepared 27 March 2018</p> | |
| <p>Impact Statement</p> <p>Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> | |
| <p>City Auditor Office Approval: required for Code Ordinances</p> | |
| <p>City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan</p> | |
| <p>Council Meeting Date 2 May 2018</p> | |

AGENDA

TIME CERTAIN
Start time: **10:30**

Total amount of time needed: 30
(for presentation, testimony and discussion)

CONSENT

REGULAR
Total amount of time needed: _____
(for presentation, testimony and discussion)

| FOUR-FIFTHS AGENDA | COMMISSIONERS VOTED AS FOLLOWS: | |
|--------------------|---|------|
| | YEAS | NAYS |
| 1. Fritz | 1. Fritz <input checked="" type="checkbox"/> | |
| 2. Fish | 2. Fish <input checked="" type="checkbox"/> | |
| 3. Saltzman | 3. Saltzman <input checked="" type="checkbox"/> | |
| 4. Eudaly | 4. Eudaly <input checked="" type="checkbox"/> | |
| Wheeler | Wheeler <input checked="" type="checkbox"/> | |