



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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REPORT TO COUNCIL

To: Mayor Sam Adams

From: Jack D. Graham, Chief Administrative Officer

Subject: Accept the Report of the Chief Administrative Officer for the Third Quarterly Report of the Technology Oversight Committee (Report)

As the Chief Administrative Officer with responsibilities for Technology Project Oversight, I am pleased to convey the third quarterly report of the Technology Oversight Committee (TOC), attached as Exhibit A.

The TOC is now in full operation and has been meeting monthly since September 2011. Processes have been created for early and continued oversight by an independent body to provide transparency and accountability in the City's technology projects including:

- Early identification of City technology projects and assessment by the bureau, Bureau of Technology Services (BTS) and TOC as to whether the projects warrant 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 projects
- External quality assurance (QA) consultant required on technology projects under TOC oversight
- Regular, standardized information from QA consultant to TOC about technology projects
- Quarterly reports from the TOC to the Chief Administrative Officer to the City Council

The TOC report contains information on the activities of the TOC and City staff to ensure adequate oversight and quality assurance. The report also summarizes the status of the technology projects under the TOC's purview. The period covered by this third report ended June 30, 2012. At that time, the TOC was overseeing four projects – BDS' Information Advancement Technology Project; the Affordable Housing software project in the Portland Housing Bureau; the Storage Area Network project that the Bureau of Technology Services is undertaking; and the Water and Revenue Bureaus' Monthly Billing Statements project.

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.

TO THE COUNCIL

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

RECOMMENDS

That the Council accept the report.

Respectfully submitted,

Sam Adams
Mayor

Agenda No.
REPORT NO.
 Title

Accept the Report of the Chief Administrative Officer on the Third Quarterly Report of the Technology Oversight Committee (Report)

INTRODUCED BY Commissioner/Auditor: Mayor Sam Adams	CLERK USE: DATE FILED <u>JUL 27 2012</u>
COMMISSIONER APPROVAL Mayor—Finance and Administration - Adams <i>[Signature]</i> Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Leonard	LaVonne Griffin-Valade Auditor of the City of Portland By: <i>[Signature]</i> Deputy ACTION TAKEN: AUG 01 2012 ACCEPTED
BUREAU APPROVAL Bureau: Office of Management and Finance Bureau Head: Jack D. Graham, Chief Administrative Officer <i>[Signature]</i> Prepared by: Celia Heron Date Prepared: July 20, 2012 Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/> Council Meeting Date August 1, 2012 City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan	

AGENDA
TIME CERTAIN <input checked="" type="checkbox"/> Start time: 9:30 a.m. Total amount of time needed: 20 min (for presentation, testimony and discussion)
CONSENT <input type="checkbox"/>
REGULAR <input type="checkbox"/> Total amount of time needed: _____ (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Leonard	4. Leonard	✓	
Adams	Adams	_____	