




CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

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REPORT TO COUNCIL

To: Mayor Charlie Hales

From: Jack D. Graham,  Chief Administrative Officer

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

As the Chief Administrative Officer with responsibilities for technology project oversight, I am pleased to submit 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 to the City Council.

This report covers TOC activity from May to July 2013. The report contains information on recent processes improvements the TOC and City staff have created to ensure adequate oversight and quality assurance. The report also summarizes the status of the technology projects under the TOC's purview. During the time of the report, the TOC was providing oversight on seven projects: the Bureau of Development Services' Information Technology Advancement Project (ITAP); the Water and Revenue Bureaus' Monthly Billing Statement project; the Portland Housing Bureau's Affordable Housing Software project; the Bureau of Technology Services' Enterprise Network Technology Refresh; the Bureau of Technology Services' Office 365 project, the Bureau of Internal Business Services' Risk Information Solution Connection (RISC); and the Bureau of Internal Business Services' Procurement Solicitation System.

I recommend that Council accept the report.

An Equal Opportunity Employer

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

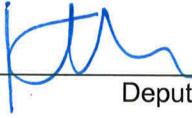

That the Council accept the report.

Respectfully submitted,

Charlie Hales
Mayor

Agenda No.
REPORT NO.
 Title

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

INTRODUCED BY Commissioner/Auditor: Mayor Charlie Hales	CLERK USE: DATE FILED <u>SEP 13 2013</u>
COMMISSIONER APPROVAL Mayor—Finance and Administration - Hales Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Novick	LaVonne Griffin-Valade Auditor of the City of Portland By:  Deputy
BUREAU APPROVAL Bureau: Office of Management and Finance Bureau Head: Jack D. Graham,  Chief Administrative Officer	ACTION TAKEN: SEP 18 2013 ACCEPTED
Prepared by: Abby Coppock Date Prepared: Aug. 28, 2013	
Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
Council Meeting Date Sept. 18, 2013	
City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan	

AGENDA
TIME CERTAIN <input checked="" type="checkbox"/> Start time: 9:30am Total amount of time needed: 30 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. Novick	4. Novick	✓	
Hales	Hales	✓	