

Councillor Triantafillou asked whether there could be some access in this building.

Councillor Sullivan asked whether it would be possible to get a Lexus or Nexus.

Vice Mayor Born said that it would be helpful if each City Councillor could say what their technology needs are.

Councillor Triantafillou said that she would like to access data bases like Code Master and would like to have e-mail to communicate with people who are on the city network and people who are not. She would like to do home correspondence and bring in the disks for Sandra to finalize. She added that she would like to use the Internet.

Councillor Duehay said that the issue for him is connected to the lack of adequate work space. Because of inadequate work space, his office is at home. In addition, politicians are not desk people. He needs decent access and he needs it now this summer, while he has the time to learn the systems. He would like to have access to Internet, and a hook into the Vax system.

Mr. Maloney said that there is now an appropriation. If the Council would like nine individual pc's in this building, this can happen. Remote access is a little trickier. If the Council wants to get access, that can be arranged. The Internet access providers like America On Line and Compuserve require credit cards for billing. The City can get a credit card and charge the fees to it.

Councillor Sullivan said that he would like a laptop with the ability to easily plug it in in several locations. He would like access to the VAX and to other city systems.

Ms. Roman emphasized that from the pc's, you can look at the VAX. Within the next several months, there will be mouse support for the VAX program.

Councillor Sullivan asked whether he can send orders that can be electronically transferred to the VAX Valerie Roman said this can happen already.

Councillor Toomey said that his need is for training.

Vice Mayor Born said she would like to work a pc, and then be able to take a disk home and work on it there. Her main problem is a training problem.

Vice Mayor Born asked about the difference between telephone line and fiber. Ms. Roman said that fiber is a much faster connection.

Vice Mayor Born asked about laptops. Ms. Roman said that normally laptops are used by people who are on the road a lot. They are generally not used as a person's main desktop device.

Vice Mayor Born asked whether laptops at home could be connected to a phone line and used to communicate directly to Sandra. She asked whether she can transfer a diskette file to a file that is in the VAX. Ms. Roman said that she can.

Councillor Reeves asked why the VAX is needed. Ms. Roman said there are a great many City applications, financial applications and data bases, for which the VAX is the most appropriate technology.

Councillor Sullivan asked whether he could access information about curb cuts from home. Ms. Roman said this was possible.

Councillor Sullivan said it was his understanding that as the GIS is developed, only a few city employees will be able to input, but many will be able to look at the data. Ms. Roman said it will take a high memory desktop machine to access GIS.

Mr. Maloney said that City Council can have GIS information and a work station is very important.

Councillor Reeves stated that the City Council is running to catch up on technology. He would like to get rid of his City Council book. He would like to be able to e-mail City Councillor and other City employees. He would like to be able from his house to do work, do draft correspondence and request that correspondence and orders, etc. be prepared, and then get the work back to review. Councillor Reeves added that if the Council has people to help with research, there is much more detail he would like to know about the City. For example, he would like to be able to access information as to the various Human Services divisions.

Ms. Roman said that once the renovations at 831 Massachusetts Avenue are completed, there will be more on-site training capacity in the City.

Councillor Triantafillou asked whether the budget is on the VAX. Ms. Roman said that it is.

Mr. Maloney noted that this is a huge organization with over 3,000 users.

Councillor Triantafillou asked if it would make sense to lease laptops to see if they were useful. D. Margaret Drury asked why laptops are desirable.

Vice Mayor Born said it would be useful for taking notes at meetings.

Vice Mayor Born asked whether Ms. Roman would advise spending time getting better at the VAX or the PC.

Ms. Roman said she would recommend concentrating on the pc.

Mr. Maloney suggested first learning to do their work on the pc and learning to communicate work to Sandra and Margaret via pc and Internet, and then becoming familiar with the VAX applications. Ms. Roman suggested looking at what can be done through the pc's at the MIS office, the Clerk's Office, and the Manager's Office.

Councillor Duehay stated that there are not nine workspaces here.

Ms. Albano summarized that 9 pc's are needed for the City Councillors' space at City Hall.

Ms. Roman asked the City Councillors what outside services they use or plan to use. She stated that the City maintains Log-in, Local Exchange and Local Net. In addition she has been told that Access to Local Government is desired.

Councillor Duehay explained that his National League of Cities Committee is using the latter software.

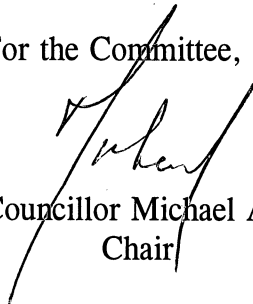
Councillor Triantafillou said that she would like to have the entire agenda on a disk. She asked the capacity of the laptop.

Ms. Roman stated that the laptops will have all the software necessary to get into the Internet and access all City programs. There are legal issues in loading personal software on City machines. Ms. Roman explained that the problem is with pirated software and with supporting different kinds of software.

Mr. Maloney noted that training is expensive, so it is important for people who commit to training to follow through.

The meeting was adjourned at 5:25.

For the Committee,



Councillor Michael A. Sullivan
Chair

Phase 1 (1987): Municipal Applications Server

- . Digital VAX server, OpenVMS Operating System
- . Admins - 4th Generation Language Data Base Management System
- . 13 municipal applications, eg., financials

Phase 2 (1989): Logicraft Server

- . PC DOS products: Lotus, FormsDesign, Timeline, PFS

Phase 3 (1989-90) Fiber Optic Network Deployment

- . 831 Mass Avenue, 51 Inman Street

Phase 4 (1991): Another Municipal Applications Server

- . Digital VAX server, OpenVMS Operating System
- . Internal software development of additional municipal applications, eg., census, licenses, DPW, etc. using Admins. Now over 75 applications developed and supported inhouse
- . Added WordPerfect Office: electronic mail, WordPerfect, Calendar, etc.
- . Added PC Network Software (Novell-compatible) via Digital Pathworks with CD-ROM (Casebase, EZCare, Codemaster)

Phase 5 (1994 -): Internet World Wide Web Server

- . Digital Alpha Server, Unix Operating System
- . Electronic City Hall "The Cambridge Common"
- . 1st US East Coast City

Phase 6 (1995 -): GIS Server

- . Digital Alpha Server, Unix Operating System
- . ESRI Arc/Info software

Phase 7 (1995 -): Fiber Optic Network ExpansionPhase 8 (1996 -): Windows-based Applications Server

- . Evaluation of Novell VS Windows NT
- . Evaluation of Microsoft Office VS Lotus SmartSuite VS Corel Office Suite
- . Digital Alpha server, Windows NT Operating System
- . Microsoft Office
- . CD-ROM applications, imaging, workflow, Video Conferencing

Cited in numerous national publications for innovative and well-managed use of technology (Boston Globe, MIS Week, Digital Review, Municipal Advocate (twice), Government Technology, Boston Computer Society Journal, ICMA Newsletter, etc.)

Technology Users Committee (TUC) Agenda

March 12, 1996

1. Purpose and Goal of Committee

- a. Facilitate communication and coordination
- b. Assist in setting priorities
- c. Assist in evaluation and selection of technology for City

2. Status and Overview of Technology in the City of Cambridge

- a. Background - Where we are and how we got here (Valerie Roman)
- b. Network Infrastructure Project (Valerie Roman)

Goal: Utilize the new network to the City's maximum potential
(see attached memo and diagram)

Design and capability

Internet

- c. Geographic Information System (Peter Bujwid)
- d. Internet (Todd Marinoff, Bob Coe)

Benefits - what information is available

Email (from PC or directly from VAX account video terminal)

- e. Electronic City Hall "The Cambridge Common" (Todd Marinoff)
- f. Desktop Upgrades (Valerie Roman, Bob Coe)
- g. Computer Aided Dispatch/Public Safety (George Fosque)

3. City-wide Technology Decisions

- a. Office Automation Suites
- b. Electronic Mail
- c. Imaging, videoconferencing, etc.....

4. Next meeting 3/19/96 10am Ackermann Room (3rd Tuesday of the month 10am)

City of Cambridge

The Government Operations Committee held a public meeting on Thursday, August 1, 1996, beginning at 3:45 pm in the Ackermann Room for the purpose of discussing technology needs of the City Council and other issues relating to the needs and structure of the City Council Office.

Present at the hearing were Councillor Michael A. Sullivan, Chair of the Committee, Vice Mayor Kathleen L. Born, Councillor Francis H. Duehay, Councillor Kenneth E. Reeves, Councillor Timothy J. Toomey, Jr., Councillor Katherine Triantafillou, and City Clerk D. Margaret Drury. Also present were James Maloney, Assistant City Manager for Finance, Valerie Roman, Management Information Systems Director, and Sandra Albano, Assistant to the City Council.

Councillor Sullivan convened the hearing and explained the purpose. Councillor Sullivan explained that the desire for this meeting originated in the Government Operations discussion of the structure of the City Council's Office. During that discussion, it became clear that technology was an important factor in the development of an effective office structure for the City Council.

Ms. Roman distributed a report on the MIS network which tracked development to the system from 1987 to the present Attachment A. She noted that phases 5 and after are on-going. Ms. Roman reported that MIS did an analysis this year of various types office automation, e-mail, etc. The City is in a good position for flexibility.

Mr. Maloney asked what needs particular City Councillors have.

Councillor Sullivan asked about internet access. Ms. Roman said that it would not be possible to access the City's internal accounts via Internet from a remote site because of the security issues. It would be possible to set up accounts that allow City Councillors access to the Internet from home, and it is also possible to have access from City Hall to the City's information systems, and to have similar access through modem connection from home.

Councillor Triantafillou asked what departments the City network covers. Ms. Roman said that all departments have access to the City information network. The City Council pc has access to the Internet; and access to City data bases on the VAX system.

Councillor Duehay said that it does not help individual City Councillors for Sandra to have access to the internet at her desk.

Committee Report #4

5-409

A communication was received from D. Margaret Drury, City Clerk, transmitting a report from Councillor Michael A. Sullivan, Chair of the Government Operations Committee for a meeting held on August 1, 1996 for the purpose of discussing technology needs of the City Council and other issues relating to the needs and structure of the City Council office.

In City Council September 9, 1996

Report Accepted

PLACED ON FILE