



CITY OF CAMBRIDGE • EXECUTIVE DEPARTMENT

Robert W. Healy, City Manager Richard C. Rossi, Deputy City Manager

July 30, 2001

To the Honorable, the City Council:

In response to Awaiting Report Item No. 01-196, regarding a report on the plan for internet access to Council orders and City Manager's responses that allows research and retrieval by subject matter and Councillor name, please be advised of the following:

Staff of the MIS Department, the Public Works Department and the City Manager's Office have been meeting to discuss ways for a process to be set-up to produce reports from the internet that would accommodate this request. Based on these discussions, it has been determined that the best way to proceed is by utilizing the Hansen system in a way that is similar to how the City Council Agendas are currently posted on the City's homepage. City Council orders are entered into Hansen and a system is being developed whereby reports can be run from Hansen and posted on the City's website once a week. The City Manager's responses will be entered into the related Hansen service number as received and can be retrieved by the same reports when run. These reports could then be sorted in a variety of ways, e.g. Councillor name, order date(s), Hansen service number, etc. The City Clerk is attending the next meeting to discuss "sorts" that may be desirable.

This process will run as a pilot beginning the week of July 30th by using the Council orders from that meeting. It is anticipated that this temporary process will be ready for use by September, 2001.

In addition, this temporary process will be upgraded when the Hansen system becomes web-enabled in approximately twelve to eighteen months.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert W. Healy", written over a horizontal line.

Robert W. Healy
City Manager

RWH/mec



2915

Consent Agenda #9

Awaiting Report Number 01-196,
regarding a report on plan for
internet access to Council and City
Manager" responses that allows
research and retrieval by subject
matter and Councillor name.

In City Council July 30, 2001

PLACED ON FILE