Meeting Minutes  
*Berkley Technology Advisory Committee*  
May 15th, 2019

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>ABSENT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve Baker</td>
<td>Dave Jacobs</td>
</tr>
<tr>
<td>Stan Lisica</td>
<td>Mark Owens</td>
</tr>
<tr>
<td>Mike Swantek</td>
<td>Aaron Pace</td>
</tr>
<tr>
<td>John Correia</td>
<td>Anna Luptak</td>
</tr>
<tr>
<td>Jim Cannon</td>
<td></td>
</tr>
</tbody>
</table>

**APRIL MINUTES APPROVAL**

Motion to approve: John Correia  
Seconded: All

YES: 5  
NO: None

**COMMENTS FROM CITY STAFF**

- Stan: Stan will be away, and will be trying to assemble a team after June 6th for network tagging.  
  - See Stan’s Operational comments in teams.

**COMMENTS FROM COUNCIL LIAISON**

- Steve:  
  - Previous two days of week were in budget reviews. Stan was recognized several times.  
  - Steve would like to see the IT budget be more aggressive for next year.  
  - Steve asks that the committee come up with ideas as for new budget items that may help Berkley.  
  - Budget approval meeting is this Monday, May 20, 2019.  
  - Spoke about the progress on the restriping effort on Coolidge.  
    - One-year checkup and ability to roll back to previous traffic flow at any time.  
  - Mike Swantek showed the “Berkley Days” Alexa app to the committee. Steve Baker asked if Mike could attend the board meeting and present at the citizen podium at 7 PM to show the City Council to do a “Tech Minute” showing the types of technology we can help Berkley attain.  
    - Jim Cannon will show a “Kiosk” prototype on June 2, 2019

**ORDER OF BUSINESS**
• Continue hearing from Stan on where our immediate impact can be felt operationally
  o Operation benefit certainly being felt. Appreciates the help we bring by letting him talk through ideas.
  o All fire hydrant locations have been mapped within the city. This adds tremendous value to the fire truck route.
  o Stan discussed the thought of bringing in a trainer to refresh the knowledge in the BS&A modules
  o Stan discussed integrating the GIS data into the BS&A system. This could leverage additional technology in the BS&A software.
  o Brush collection route was discussed, and the rounding team is noting when items were called in, but when the chipper team arrives, the limbs are no longer there.
    ▪ Stan noted that a flier was added to the water bill to give instructions for residents
  o 6:57 PM John Correia needed to step out.
  o Several discussions about using the residences data for apps. Jim Carrol voiced concerns over citizen digital privacy. Point noted by Mike Swantek, Steve Baker and Stan Lisica.
    ▪ Steve Baker noted an “opt in” model for using their email, or texting them.
  o Steve Baker mentioned several ideas for additional Alexa style apps. Mike Swantek agreed and added that these could be ways to integrate into the other Berkeley Committees by proposing:
    ▪ Alexa trivia for the history of Berkley – Team with the Historical Committee
    ▪ Berkley Facts
    ▪ DDC
    ▪ City of Berkley FAQ’s
    ▪ Look at expanding to know by region if there is an outage, or when trash collection is.
• Discuss the outcome of polling neighbors and see if any projects can begin from those ideas
  o Defer until more people can verbalize their findings. Agenda item for next month
• Discuss prior meeting’s outreach assignments
  o Defer until next meeting. Anna Luptak can update the outreach efforts to the high school for girls in tech outreach for the City.
  o Mike Swantek mentioned he can get “Girls who Code” to help too.

ASSIGNMENTS FOR NEXT MEETING
• There will be a demonstration through screen share on June 26th for “MyCivic” app. Stan has scheduled the demonstration to start promptly at 6:30.
• Discuss terms of some committee members coming due. Stan to review and have retention votes for those committee members should they want to remain on Committee.
VOTE FOR NEXT MEETING TIME

Proposed meeting date and time: – June 26th, 2019 @6:30pm – Location TBD

YES: 4
NO: None

Motion for meeting adjourned: Mike Swantek
Seconded: Jim Cannon