












Information Technology
 July 8, 2019 Staff Report

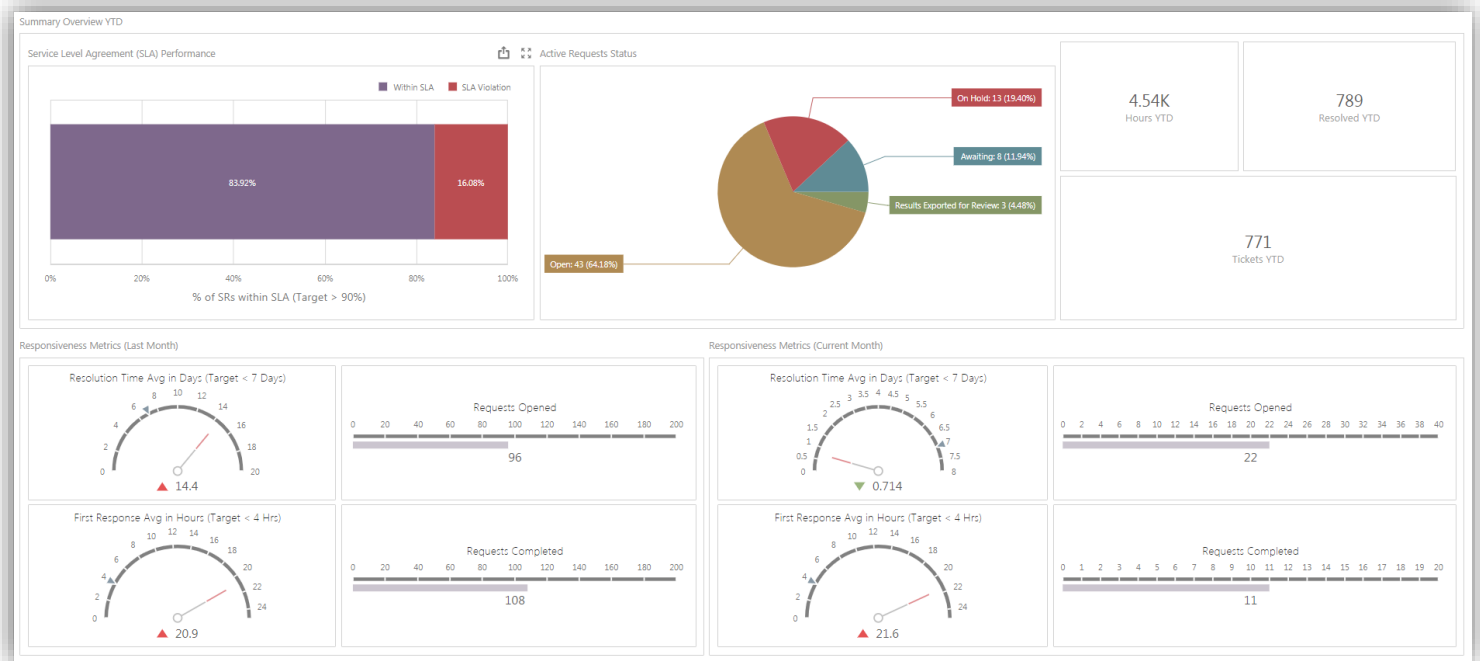
1 2019/2020 TECHNOLOGY WORK PLAN STATUS UPDATE

Council Goals/IT Strategic Elements	Information Technology Workplan/Objectives	Timeline
	<p>Citywide Phone System Upgrade <i>Replace unsupported city phone system</i></p> <p>Metrics:</p> <ul style="list-style-type: none"> Complete by 2019 <p>Division/Workgroup:</p> <p>Lead: IT Project Manager/System Engineer</p> <p>UPDATE: We will be requesting Council approval to authorize purchase of equipment and services</p>	<p>2019 1st & 2nd Qtr</p> 
	<p>Network Switches Upgrade <i>Replace/refresh network switches</i></p> <p>Metrics:</p> <ul style="list-style-type: none"> # of switches replaced Total hours of downtime per replacement <p>Division/Workgroup: Information Technology</p> <p>Lead: Systems Engineer</p> <p>UPDATE: We will be requesting Council approval to authorize purchase of equipment and services</p>	<p>2019 1st & 2nd Qtr</p> 
	<p>Cybersecurity as a Service <i>Utilize cloud technology to analyze cyber threats within our network</i></p> <p>Metrics:</p> <ul style="list-style-type: none"> # of cyber threats mitigated Total logs processed <p>Division/Workgroup: Information Technology</p> <p>Lead: IT Director</p> <p>UPDATE: Two vendor responses. We will provide Council an Agenda Bill with a request to authorize purchase of services.</p>	<p>2019 1st & 2nd Qtr</p>
	<p>Finance Software Replacement <i>Implement a Finance Software that meets the City's requirements</i></p> <p>Metrics:</p> <ul style="list-style-type: none"> Complete by 2021 <p>Division/Workgroup: Information Technology/Finance</p> <p>Lead: IT Project Manager</p> <p>Executive Sponsor: Finance Director</p>	<p>2019 1st & 2nd Qtr</p> 

	UPDATE: Cross-Functional Team Participation and feedback on processes from Other City Departments in progress.	
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">A 1</div> INITIATED ENHANCEMENT REQUEST	Broadband Feasibility Study <i>Conduct feasibility study of broadband services in the Snoqualmie</i> Metrics: <ul style="list-style-type: none"> ▪ Options available for the City of Snoqualmie Division/Workgroup: Information Technology Lead: IT Director UPDATE: NOTE: Coordinate with City Attorney and City Administrator about ownership of WRECO conduits throughout Snoqualmie Ridge – this is critical to this project moving forward <ul style="list-style-type: none"> • Vendor Contact Information <ul style="list-style-type: none"> ○ Lori Sherwood - lori.sherwood@vantagepnt.com 	2019 3 rd & 4 th Qtr
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">C 3</div> INITIATED	Virtual Desktop Infrastructure Upgrade <i>Replace unsupported hardware in our VDI platform</i> Metrics: <ul style="list-style-type: none"> ▪ # virtual desktops upgraded ▪ Satisfaction survey to customers Division/Workgroup: Information Technology Lead: Systems Engineer/IT Director UPDATE: Vendor quotes are available and we are in the process of negotiations.	2019 3 rd & 4 th Qtr 
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">G 7</div> INITIATED	Agenda Packet Builder Refresh <i>Refresh or replace current legislative software</i> Metrics: <ul style="list-style-type: none"> ▪ Complete by 2019 Division/Workgroup: City Clerk Lead: IT Director/City Clerk (Jodi Warren/Tiah Branson) UPDATE: Emailed City Clerk on multiple replacement options on June 4 and June 17—Tiah Branson was copied on these emails: <ul style="list-style-type: none"> • https://primegov.com/ • https://www.tallan.com/government-systems/legislative-management-suite/ • https://www.propylon.com/legislative-solutions/lwb360-council/ • https://www.hyland.com/en/government/finance-and-administration/agenda-management • https://granicus.com/legislative-management/ 	2019 3 rd & 4 th Qtr 
<div style="border: 1px solid black; padding: 2px; display: inline-block; margin-bottom: 5px;">D G 7 4</div>	Public Records Management Software <i>Implement a public records tracking software</i> Metrics: <ul style="list-style-type: none"> ▪ Total public records requests rendered Division/Workgroup: Information Technology/City Clerk Lead: IT Director/Systems Engineer	2019 3 rd & 4 th Qtr

UPDATE: GovQA is main option for this product. Ensure City Clerk has it budgeted. IT DOES NOT have the budget for this acquisition:

2 KEY PERFORMANCE INDICATORS



3 ADDITIONAL ITEMS

- The IT Director is drafting a Transition Document for the incoming Interim IT Director
- This is my last IT Staff Report for the City of Snoqualmie Council
- It has been a pleasure and a great honor working for the City of Snoqualmie, Council, Mayor, City Administrator