Memorandum

WORK PLAN CONTENTS

SMART CITIES AND SERVICE IMPROVEMENTS COMMITTEE WORK PLAN
January 2021 - June 2021

COMMITTEE MEMBERS:
MATT MAHAN, CHAIR
DAVID COHEN, VICE CHAIR
CHARLES "CHAPPIE" JONES, MEMBER
SAM LICCARDO, MEMBER
PAM FOLEY, MEMBER

STAFF:
KIP HARKNESS, CITY MANAGER'S OFFICE
ED MORAN, CITY ATTORNEY'S OFFICE
TONI TABER, CITY CLERK'S OFFICE

MISSION STATEMENT:
Achieve the strategic goals of the *San José Smart City Vision* by advancing innovation projects at scale, demonstration/pilot projects, and strategy and policy initiatives that deliver community benefits, optimize resources, improve service delivery, and build capacity for future success.

JANUARY THROUGH JUNE 2021 WORK PLAN ITEMS:

JANUARY 7, 2021 – CANCELLED

FEBRUARY 4, 2021

1. **Smart City Roadmap Update.** (Information Technology/Civic Innovation)
   Purpose: Provide a verbal update on project highlights for Smart City Roadmap and City technology initiatives.

2. **City Portfolio-Products-Projects Management Report.** (Information Technology)
   Purpose: Provide a report on the City's investments in improving product management and project execution in the City organization. Review approaches, policies, results, and reporting dashboard that resolves a City Auditor recommendation.

3. **Vision Zero and Innovation Report.** (Transportation)
   Purpose: Provide a verbal report, including project highlights, on the Vision Zero initiative and innovation.

MARCH 4, 2021

1. **Greenhouse Gas Emissions Report, Dashboard, and Residential Housing Natural Gas Elimination Roadmap Report.** (Environmental Services)
   Purpose: Provide a report on outstanding issues and project successes that have lowered greenhouse gas emissions, as indicated by various metrics on the Climate Smart San José Dashboard, with a specific focus on the decarbonization of residential and commercial buildings.

2. **FirstNet Update Report.** (Information Technology/Civic Innovation)
   Purpose: Provide a report on the City's migration to FirstNet and the status of implementation, including approach, milestones, challenges, and next steps.

APRIL 1, 2021

1. **Smart City Roadmap Update.** (Information Technology/Civic Innovation)
   Purpose: Provide a verbal update on project highlights for Smart City Roadmap and City technology initiatives.

2. **Digital Inclusion Status Report.** (Library/Civic Innovation)
   Purpose: Provide a verbal status report on the implementation of Wi-Fi access projects for school attendance areas with education partners. Review funding approaches and long-term program management.

3. **Small Cell and 5G Update Report.** (Civic Innovation)
   Purpose: Provide a verbal report on small cell and 5G network construction in San José. Review progress, performance against goals, investments made in the City, and continuous improvement steps in permitting.

MAY 6, 2021

1. **2021-2023 Information Technology Strategic Plan Report.** (Information Technology / Civic Innovation)
   Purpose: Provide a report on the City's proposed 2021-2023 Information Technology Strategic Plan. Present analysis strategies and priorities identified, key metrics, and recommended plan.

2. **GIS Strategic Plan Report.** (Public Works)
   Purpose: Provide a report on the direction and service priorities of the City's Geospatial Information Systems (GIS) Center of Excellence. Present strategic initiatives and roadmap.

JUNE 3, 2021

1. **Smart City Roadmap Update.** (Information Technology/Civic Innovation)
   Purpose: Provide a verbal update on project highlights for Smart City Roadmap and City technology initiatives.

2. **City Digital Services Status Report.** (Human Resources/City Manager - Communications / Information Technology)
   Purpose: Provide a status report on the City's transition to coordinated service delivery across in-person, online, mobile, phone, and assistive mode, including Powered by People 2.0 and prioritized initiatives. Present digital services roadmap, key metrics, successes to date, resource plan, and statuses.