



MINUTES
Committee on Ways and Means
Thursday, May 10, 2018 @ 8:00 a.m.
10th Floor Conference Room, City Hall

CALL TO ORDER

The meeting was called to order at 8:00 a.m.

ROLL CALL

Council Member Jody Washington, Chair

Council Member Kathie Dunbar, Vice Chairperson – arrived at 8:02

Council Member Carol Wood, Member

OTHERS PRESENT

Sherrie Boak, Council Staff

Eric Brewer, Council Internal Auditor

Brian McGrain, Economic Development & Planning Director

Denis Prisk, LPD

Joseph Abood, Chief Deputy City Attorney- arrived at 8:05 a.m.

Jim Smiertka, City Attorney – arrived at 8:05 a.m.

Greg Venker, Assistant City Attorney

Lisa Hagen, Assistant City Attorney

Minutes

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE MINUTES FROM MARCH 22, 2018 AS PRESENTED. MOTION CARRIED 3-0.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE MINUTES FROM APRIL 26, 2018 AS PRESENTED. MOTION CARRIED 3-0.

Public Comment

No public comment at this time.

Discussion/Action

Sole Source Purchase; Economic Development & Planning request for Edge Partnerships to be the vendor for Parking Services Office Branding, Public Relations & Marketing Services

Mr. McGrain informed the Committee that Edge Partnerships has had a working relationship with the City for years and have had contracts for branding. This agreement would be up to \$20,000, and the department has been directed to be cognoscenti of the work since the Mayor is also working on City branding so there should be no duplication. This work will be a

continuation of their other work. Council Member Wood asked if this would be an add-on to a current purchase order on file. Mr. Venker stated he reviewed the contract and it did not reference any purchase order or previous agreement, so he was not aware of any open purchase order that this would be added to.

MOTION BY COUNCIL MEMBER WOOD TO RECEIVE AND PLACE ON FILE. MOTION CARRIED 3-0.

RESOLUTION – Appointment; Tricia G. Kinley; Member of the Income Tax Board of Review; Term to Expire June 30, 2022

Council Member Washington read the application and informed all present that Ms. Kinley cannot attend a Thursday meeting because she has a standing meeting with the Governor. She continued that because of that she saw no reason the Committee couldn't review the application and make a motion without her present. Council Member Wood was not in support of taking any action without the applicant being present. Council Member Washington asked Council staff to contact Ms. Kinley to see if she can attend a special committee meeting on Monday, May 14, 2018 @ 5:15 p.m.

Sole Source Purchase; LPD request for NC4 Public Sector LLC – NC4 Street Smart Software Real Time Software

Mr. Prisk stated the purchase was approved in March by Council but he was asked to bring back information on the company. He provided detail including the fact the company had been in existence prior to 911, they have many platforms and under each category more platforms. Other states that utilize their services include Georgia, Delaware and Florida, and additional references can be found on their website. The company is currently expanding, and the LPD chose them because they have the experience and the software is being used by multiple municipalities. Council Member Wood asked what the maintenance and support cost would be for the 1-3 year they note on their agreement. Mr. Prisk stated that the license fees are for year 1-2 at \$30,430 annually, and the management services after that for a three (3) year total which is covered by the grant. Council Member Wood then asked about the ongoing maintenance costs. Mr. Prisk noted again it is \$30,430 annually but would validate what is after the 3 years. Council Member Wood then inquired into if IT had looked at the security of the company, program and platforms. Mr. Prisk did state that IT had gone through it but he did not have any information from them on it. Council Member Wood asked for information on what City information is being stored on their platforms and what is that security. Council Member Dunbar pointed out to Mr. Prisk and Law that the agreement they submitted specifically states the information is hosted on their platform and they will need to release data. Council Member Wood again asked for confirmation on their security and assurance. Council Member Washington asked if the Committee desired to hold on any acceptance until there is more information, but Council Member Wood stated she had no problem receiving at this time. Mr. Prisk stated he would follow up with all the information and answers to the questions in an email to Council Staff. Council Member Dunbar referred to the document again, asking for the details on the perpetual license that is noted in the agreement.

Council Member Wood asked Law what they do to secure the security of information when the information is being stored on other platforms. Mr. Abood stated they review each one on merit and question the enforcement on the City to be protected before they approve. At this time he stated they do not see concerns and would likely approve the contract to form. Council Member Wood then asked Mr. Smiertka for information on what the clearance from IT is on the data on other platforms, and where there is the potential of information being captured. Mr. Smiertka noted that Software Licenses and IT Licenses are difficult to deal with. For security purposes,

Council has to rely on the IT Manager. He will however take note to look for provisions to protect the City.

Mr. Prisk brought to the Committee's attention that currently in the process of referrals, resolutions and contracts in the data base program all departments now use (Laserfiche) the IT Department is not included in review of contracts. He has initiated a conversation with the Clerk's office asking that IT review and have access in the informational process.

Council Member Dunbar pointed out to Mr. Prisk that he should research the portion of the agreement that states the City only gets one copy and only for backup, in addition it states in the agreement that they do not pay for disaster back up and the City has to pay. Mr. Prisk assured the Committee he will get them the IT review.

MOTION BY COUNCIL MEMBER WOOD TO RECEIVE AND PLACE ON FILE. MOTION CARRIED 3-0.

RESOLUTION - Claim Settlement; Workers Compensation Claim #WC2062876-00867

Mr. Abood detailed the claim and noted that the doctor related the injury and re-injury to the employment. The settlement he noted was redemption of any and all claims and will close the file. Mr. Abood continued by stating that the claimant did not return to the job and will not, they were not offered another job because of the doctor's restrictions. The claimant is in the retirement and entitled to benefits through that. Council Member Wood asked if the claimant could go out under full retirement or on duty disability. Mr. Abood stated it is not duty disability but full redemption. Council Member Wood then asked if the claimant would have to pay taxes on the settlement and was told this was not a taxable event for the employee.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE WORKERS COMPENSATION CLAIM #WC2062876-00867. MOTION CARRIED 3-0.

OTHER

No other topics of discussion.

ADJOURN

Adjourn at 8:24 a.m.

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on 6/14/2018