

**City of Milpitas
Approved Minutes
Telecommunications Commission
January 28, 2013**

I. Call to Order & Roll Call:

Chair Alcorn called the meeting to order.

Members Present: A. Alcorn, W. Lam, N. Gupta,
D. Gupta, I. Munir, S. Singh, H. Nguyen

I.S. Staff: M. Luu, E. Pasion

City Council: A. Polanski

Members Absent: H. Tran, D. Lax, K. Bohan, E. Batista

II. Pledge of Allegiance:

The members of the Commission recited the Pledge of Allegiance.

III. Announcements:

No announcements made for the record.

IV. Approval of the Agenda:

Motion to approve the agenda as submitted.

M/S D. Gupta / W. Lam Ayes: 7

V. Approval of the Minutes:

Motion to approve the November 19th, 2012 minutes as submitted.

M/S D. Gupta / N. Gupta Ayes: 7

VI. Citizen's Forum:

No comments made for the record.

VII. New and Continued Business:

1. Selection of Telecom Chair and Vice Chair

The nomination for Telecom Commission Chair was opened.

Commissioner W. Lam nominated Dinesh Gupta. There were no other nominations. The commission unanimously elected Dinesh Gupta as Chair for 2013.

Commissioner D. Gupta nominated W. Lam as Vice Chair. Commissioner N. Gupta nominated Sukhi Singh.

Commissioner S. Singh was selected by the commission to serve as Vice Chair on the Telecom Commission for 2013

Chair – Dinesh. Gupta. Vice Chair – Sukhi. Singh.

2. VOIP UPDATE.

Acting CIO M. Luu updated the commission on the VOIP project. Staff reported that an updated go live date has been revised to April 5th 2013. Staff is working with AT&T on number porting schedules in order to successfully transition all city phone lines for the April 5th date.

Vice Chair Singh asked staff to provide the commissioners with deployment information involving the new phone system. He added that the commission should be provided an updated project plan, details on the various Cisco phone equipment being installed and tested, the features and functions of the equipment being implemented and how the server equipment is being installed and configured along with unity connection and integration.

Staff added that it would provide a documented report to the entire commission for review. It will be provided on a status. Unity connection and integration.

Chair D. Gupta had issues with the existing phone extension list not allowing finding ext. Staff noted that the new phone system will have a the ability to find city phone extensions. Staff plans to do demonstrations and trails before the April 5th .

Chair Gupta noted that the April 15th Telecom Commission meeting will be able give the commission a full demonstration of the new phone system.

Note, receipt and file

M/S

N. Gupta / W. Lam

7

3. November & December 2012 Information Services Report

Staff provided a summary of the activities from the Information Services Department for the month of November and December 2012.

Interviewing for new GIS manager is in progress. Former GIS manger Alan Rich retired December 28th, 2012.

Information Services initiated a new E-Plan in house developed building permit program for online submittals for the planning and building departments. The new E-Plan was developed by Information Services staff and will allow for users to mark-up documents for electronic permitting submittals. All submittals will be automatically archived.

Staff is working on a grant program for Fire mobile application program to replace and upgrade the fire mobile computers and hardware. The plan is to share the cost of the upgrade equipment with the fire department.

Comm Alcorn asked about the Civic Center area on the monthly report. Staff noted that the Civic Center are consisted of three city buildings: City Hall, Barbara Lee Senior Center and the Milpitas Community Center.

Chair D. Gupta asked about the online document projects. Staff noted that several projects have been completed and several have been on going. Chair D. Gupta has questions on the PD and Fire public document filing. Staff noted that the online document reporting has been in use through the City's web page and a reporting function has been in place for public requests and reporting matters. Staff added that most of Q&A functions were submitted via the city's' webmaster email or with PD with the anonymous crime reporting information. Staff can seek additional information on behalf of the commission questions.

Motion to note, receipt and file.

M/S

N. Gupta / A. Alcorn

Ayes: 7

4. Round Table Discussion

Will Lam noted of the changes of the IS Dept organization chart for the updating and asked if the commission would be provided with a revised department chart.

VIII. Adjournment of Meeting:

Meeting adjourned to Monday, February 25, 2013.