



Information Technology Sub-Committee

Minutes 7

Monday, 14 June 2021

9:30 a.m.

Electronic Participation

This Meeting was held through electronic participation in accordance with Section 238 of the *Municipal Act, 2001* as amended by the *COVID-19 Economic Recovery Act, 2020*.

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- Notes:*
- 1. Please note that these Minutes are to be considered DRAFT until confirmed by the Sub-committee.*
 - 2. Underlining indicates a new or amended recommendation approved by Sub-committee.*

Present: **Chair: Councillor J. Leiper**
 Vice-Chair: Councillor T. Kavanagh
 Councillors: G. Darouze, R. King, J. Sudds, T. Tierney

DECLARATIONS OF INTEREST

No declarations of interest were filed.

CONFIRMATION OF MINUTES

Minutes 6, of the Information Technology Sub-Committee meeting of Monday, 30 November 2020, were confirmed.

INNOVATIVE CLIENT SERVICES

1. INFORMATION TECHNOLOGY SERVICES 2021 WORK PLAN UPDATE

ACS2021-ICS-ITS-0001

CITY WIDE

REPORT RECOMMENDATION

That the Information Technology Sub-Committee receive this report for information.

At the outset, ITSC Chair Leiper welcomed all to the meeting and began by calling the roll. The Chair then spoke to provide context and to outline the format for the meeting, a portion of which was to be held *In Camera*.

Chair Leiper also noted that the current meeting and its agenda were being used to test the new e-Scribe software system, set to replace the aging SIRE e-Agenda system by year's end. More details will be made available in the coming months. The Chair also welcomed the ITSC's newest members, Vice-Chair Theresa Kavanagh and Councillor Rawlson King.

Ms Valerie Turner, General Manager, Innovative Client Services (ICS) Department, introduced Ms Natalie Kahale as the new Acting Director, Service Transformation, ICS. The Sub-Committee then received a detailed slide presentation, which served as an overview of the report, from Messrs. Sandro Carlucci, Chief Information Officer, ICS, Matt Grenier, Manager, Technology Modernization, ICS and Ms Angela Scanlon, Manager, Experience Design and Innovation, ICS. A copy of the presentation is held on file with the Office of the City Clerk. The Sub-Committee also viewed a brief video on Innovation Enablement at the City of Ottawa [YouTube link: <https://youtu.be/LBiOLh0aCj8>; this link is functional as of the current meeting date, 14 June 2021]. .

Following the presentation, staff responded to members' questions in open session, following which, the Sub-Committee resolved *In Camera* to receive a

confidential briefing on Cyber Security, I.T. Security and the City's Digital Risk Program, as outlined per the Motion below.

IN CAMERA ITEM

Vice-Chair Kavanagh then moved the following:

MOTION N^o ITSC 2021 07-01

Moved by Vice-Chair T. Kavanagh:

That, in accordance with Procedure By-law 2021-24, the Information Technology Sub-Committee resolve to move *In-Camera* pursuant to Subsection 13 (1)(a), the security of the property of the City, to receive a presentation on portions of the Information Technology Services 2021 Workplan related to the Security and Digital Risk program, and that, based upon the rationale set out in the legal implications section of the report, titled, "Information Technology Services 2021 Workplan Update", this confidential update will not be reported out.

CARRIED

The Sub-Committee then recessed the open portion of the meeting at 10:30 a.m. and resumed in closed session.

RESUMING IN OPEN SESSION

The ITSC resumed in open session at 11:27 a.m. Upon doing so, Chair Leiper advised that the I.T. Sub-Committee had met *In Camera* in order to receive a presentation on Information Technology Services' 2021 Workplan Update, and that these matters would not be reported out, as they related to *Procedure By-law* Subsection 13 (1)(a), the security of the property of the City, and based upon the rationale set out in the legal implications section of the report. The Chair also noted that during the *In Camera* session, no votes were taken other than procedural motions and/or directions to staff.

The report set out in Item 1 and listed as an *In Camera* item of the Information Technology Sub-Committee Agenda was then RECEIVED, as presented.

ADJOURNMENT

The meeting adjourned at 11:29 a.m.

Committee Coordinator

Chair