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CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

OMF Advisory Meeting Committee Notes

Tuesday, February 18, 2014

Members and OMF Leadership Present: Betsy Ames, Jeff Baer, Ben Berry, Jennifer Cooperman, Bryant Enge, Carol Justice, Erin Janssens, Anna Kanwit, Thomas Lannom, Traci Manning, Fred Miller, Katherine Reiland (for Mike Reese), Paul Scarlett, David Schaff, and Gerry Verhoef.

Members and OMF Leadership Absent: Amalia Alarcon de Morris, Jane Braaten, Mike Greenfield, Donna Hammond, Tim Crail, Jane Kingston, Mark Lewis, Robert McCullough, Satish Nath, and Gail Shibley.

Other Staff Present: Kelly Ball, Aaron Beck, Barbara Jensen, Sara Lowe, Elyse Rosenberg, and Janet Storm.

OMF Budget Update: Aaron Beck

- OMF submitted electronic and paper versions of the Requested Budget, including a Five Year Plan, Capital Improvement Plan and Fee Study, to the CBO on February 3
- Answers to 40 follow-up questions from the CBO were provided on February 14.
- Interagency agreements were released in mid-December and OMF is working with bureaus to balance the IAs with decision packages.
- Staff is also preparing for Council Budget Work Sessions scheduled from Mar. 31 to Apr. 3.

Questions:

- What kind of questions did you receive from the CAO?
 - Primarily questions about the Requested Budget Capital Improvement Plan.
- How much did Decision Package requests total?
 - \$2.2 million in total requests with \$1.1 million estimated from the General Fund Discretionary Fund. One-time requests totaled \$448,000 with ongoing requests totaling \$1.1 million.
- Is BHR's Class/Compensation study dependent on the budget?
 - Yes, the addition of a non-represented compensation analysis, continued classification specification updates and ongoing market surveys are much needed and dependent budget funding.

Citywide Technology Assessment Update

Ben Berry, Chief Technology Officer, gave an overview of the top ten CTO Recommendations. He will present the Sierra Systems Citywide Technology Assessment to the Council Feb. 19.

Questions:

- Cyber security, disaster recovery, and research and development are all ranked as low on significant cost savings. Do you expect this to raise concern with Council?
 - No, as the next 12 months is self-financed. During that time, BTS will be working within the Communities of Interest to determine cost and prepare for the time beyond 12 months.

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- Should more dollars be invested into cyber security and disaster recovery?
 - Yes, and the most cost-effective strategy is to move the data center to a hosted, offsite environment.
- Is there a backup for Police IT?
 - Yes, but BTS is aware of the need to make backup for the Police systems more robust.
- Why is research and development (R&D) important?
 - Without investing more in R&D, the City will continue to miss out on innovative new technologies and data recovery. R&D is an investment that will provide cross-bureau and citywide education and benefit.

OMF Advisory Committee Process Check-In

Kelly Ball asked the committee for feedback on the meeting process including what is working, what can be improved and how the logistics for feedback from committee members could be streamlined.

Comments:

- Setting program priorities after OMF decision packages have already been created renders the rankings pointless — it seems as if the committee is simply rubber stamping them.
- It is good that the committee got better input from the bureaus during the last process.
- The committee should engage in more general and detailed conversation with bureaus prior to the next process so that the bureaus can convey their priorities in time to actually affect outcomes.
- The committee needs more citizen members and more diversity.
- Committee members agreed that distinguishing their roles on OMF's Budget Advisory Committee from their roles on their own bureaus' BACs can be difficult.
- As OMF is a different type of bureau and provides internal services to other City bureaus, OMF should use the OMF Advisory Committee as an opportunity to ask the bureau directors if its services are working for them and if not, determine how issues can be resolved.
- OMF should ask the bureaus for a wish list of five or six important items and then set the rankings from that feedback.
- The consistent meeting schedule is working well, yet scheduling should remain flexible depending on the time of year. Committee members can send alternates if they are unable to attend.