

DEPARTMENT OF CITY CLERK

CITY HALL

APRIL 30, 2012

(DRAFT)

The Open Providence Commission for Transparency & Accountability meets this day at 5:30 o'clock P.M., in Committee Room "A", Third Floor, City Hall.

PRESENT: Chairman John Marion; Vice-Chairwoman Karina Wood; Mr. John F. Speck; Mr. Andrew Law; Ms. Anna M. Stetson; Mr. James Silveria; Mr. Paul DiCecco; Ms. Pamela Cardillo and Ms. Felicia Ingram – 9.

ABSENT: ; Ms. Elaine Collins; Mr. Nelson Rocha; Mr. Jim Lucht; Ms. Pamelee Murphy; Mr. Allan Tear and Mr. Jeffrey Padwa – 6.

Also present are Toby Shepherd, Deputy Policy Director; Jake Bissaillon, Chief of Staff, City Council Office; Sara Fries, Law Department; Anthony Sionni, Citizen and Tina L. Mastroianni, Assistant Clerk.

(Subsequently Ms. Elaine Collins, Mr. Nelson Rocha and Mr. Allan Tear join the meeting)

CALL ROLL

CHAIRMAN MARION: Thank you. You know I should always start by thanking, I know actually the majority of people here this is – you've been here all day working and now you're here into the evening so thank you for doing this on top of all the work you already did today. And the public members, of course, thank you for coming from wherever you came from. And then we have – well, you were at the last session of this, you introduced yourself.

MR. LAW: I can do it again if you'd like.

CHAIRMAN MARION: So, for those who weren't here last time, I know Anna you weren't here.

MS. STETSON: No.

CHAIRMAN MARION: This is Andrew Law.

MS. STETSON: Hi, Andrew. Nice to meet you.

MR. LAW: Yeah, I'm from RISD, Industrial Design Department.

MS. STETSON: I'm the City Clerk for the City of Providence. This is my office.

MR. LAW: Oh, okay.

MS. STETSON: Welcome.

MR. LAW: Thank you.

CHAIRMAN MARION: I found out at the last meeting that he's lived in the city for seven months, was it?

MR. LAW: Seven months, yeah.

CHAIRMAN MARION: And he somehow got drafted into this so kudos for that. You signed up, you got here –

MS. CARDILLO: That's just bad luck.

MR. LAW: I thought it was good luck.

CHAIRMAN MARION: I – there's one document here that I'll just pass around. I had asked Pamela what exactly ProvStat does because I heard so much about it. What measurements they capture, if that's the right terminology and she was kind enough to provide a pdf with that information and Anna was kind enough to make copies for everybody. It's quite impressive list of measurements, it's a form of social sciences I think we all – to start – building equations and measuring things.

MS. CARDILLO: With some real metrics sprinkled in.

FINALIZE PLANS FOR PUBLIC ENGAGEMENT SESSION

CHAIRMAN MARION: So, I'll turn it over to Karina who's going to talk a little bit about finalizing plans for the public engagement session that we're required to have per the resolution.

VICE-CHAIRWOMAN WOOD: Okay. I'm Karina Wood and I'm on the public engagement sub-committee. So far here's where we are; we have a date, we picked a date of May 21st because that's the first available date that the Mayor was available and we felt that it would be great to have the Mayor come and open the meeting at the beginning and say why the transparent government is important to this administration and what we're working on. And just, you know, give it a little profile that way. And we're inviting Council President Solomon as well to do, you know, the same. And we have Fête in Olneyville, the big room reserved between six and eight on the 21st, which is a Monday. And that can be changed if anybody has other input. We just felt it was important with time passing to just book something and get the Mayor, get it on his schedule, book something and we can tweak it from there if you want to do a different location, if you want to do something downtown instead that's all fine with us. We just needed to put something on – get something concrete. Another idea that we had was, although this is a public hearing and generally public hearings don't have speeches or information content it's about a microphone with people coming up and asking their questions and giving their input, but we were thinking of doing it a little bit more of an interesting way if we're allowed, hopefully we are. One idea was to invite somebody who's an expert in open government and transparency to come and just give a talk at the beginning, very short of just why we're doing this, why does it matter, you know, who cares kind of a thing and what the best practices are around the country. Maybe the Sunlight Foundation which is the nation's leading organization on open government and transparency. They have great resources, great experts, a speaker could come they could bring lots of their materials. It just

makes another incentive for people to come because I was having a hard time with that.

MS. COLLINS: Yeah, I think that's a great idea.

VICE-CHAIRWOMAN WOOD: Yeah, like why would you come on a Monday night after work for open government, I don't know. We've really got to make it interesting. I think people will come if they have some more reasons and they understand what it's about. So, that's where we are so far.

MS. CARDILLO: Do these speakers typically charge a fee? A speaker's fee?

VICE-CHAIRWOMAN WOOD: I'm not sure. They might and maybe we could get –

MR. TEAR: No.

VICE-CHAIRWOMAN WOOD: No, oh that's good.

MR. TEAR: They don't.

VICE-CHAIRWOMAN WOOD: Oh, great okay. And Allan you probably know tons of people actually who would be good.

MR. TEAR: I know Ellen at the Sunlight Foundation. And a few of the other people so.

VICE-CHAIRWOMAN WOOD: Great. Okay. So, if you like that idea we can run with it and –

CHAIRMAN MARION: Do you, given what you know about somebody there do you think that's appropriate to have somebody come in?

MR. TEAR: Yeah, I mean, the Sunlight Foundation would certainly be talking more about transparency in the very traditional sense. Like, they're very much about open legislation, open votes, a lot of the technical part and not so much about the engagement side of open government.

MS. COLLINS: We could still invite some, like not necessarily a panel of people but have some experts available to – for questions.

MR. TEAR: And there's – so there's Sunlight Foundation, there's Code for America which really looks at the technical, you know, the technology enablement side of this. But they've done work in a dozen cities now and Jennifer Pahlka would be an interesting speaker. And so that's another possibility.

CHAIRMAN MARION: Okay. Yeah, I mean we want to be careful that we want to have people come to us with ideas and we want somebody not to, sort of, lecture. And we want somebody who can sort of facilitate getting ideas out of the audience.

MR. TEAR: Well, are you looking for a facilitator or are you looking for a speaker?

CHAIRMAN MARION: Well, so, yeah, so ideally if the person could do both great. But –

VICE-CHAIRWOMAN WOOD: I think we can all, we can facilitate.

MS. COLLINS: We should facilitate.

VICE-CHAIRWOMAN WOOD: We should have them give us good ideas to just feed peoples minds of like, you know, why this is important, what you can get out of it. Something that stimulates peoples thinking rather than dictates to them what they should be saying. I get your point on we want a lot of time for public input but I just have a feeling from talking and from talking to people in the public generally about this they're kind of interested but they don't even know what they need to know. So, if there's some – if people feel like they'll be getting some great information it might be additionally –. What do you think Pamela?

MS. CARDILLO: I think that unless a constituent or a member of the public has recently tried to intersect with city government and has some basis for experience they won't have an opinion about transparency, accountability. I mean,

I know the shared experience is the paying of one's taxes and that certainly entitles people to, you know, a look at how the city is spending their money. But, whether or not for John Q and Jane Q Providence that rises to a need and whether they are motivated enough to attend a two hour session on a Monday or Tuesday night to talk about what they want and expect. I mean, they're happy to talk about that. My experience is people are happy to talk about that over cocktails but, you know, asking them to come in and –

VICE-CHAIRWOMAN WOOD: We'll have crackers.

MS. CARDILLO: -- be heard and whatever, it might be a bigger lift, you know.

VICE-CHAIRWOMAN WOOD: I get you. Yeah.

MS. CARDILLO: It's a – so I don't know is it a – I mean, you'll get the usual suspects that we all know.

CHAIRMAN MARION: Yeah, but to engage citizenry that, you know, the sort of hard core constituency for this stuff will show up. And who, you know, will have legitimate concerns and will have given a lot of thought to it many of whom are appointed to this Commission so.

MS. CARDILLO: Mmm hmm. And many of whom are known through neighborhood organizations or whatever. They're what I call the usual suspects. They'll be there. How far penetrated you're going to get to the neighborhoods and the residents and the business constituency in Providence is anybody's guess.

VICE-CHAIRWOMAN WOOD: I mean we're mandated to do this, right.

MS. CARDILLO: Right. No, I understand.

VICE-CHAIRWOMAN WOOD: I mean we have to have a public hearing. So, we have to do one and we have to make it as interesting as we can –

MS. CARDILLO: Right, right that's –

VICE-CHAIRWOMAN WOOD: -- is what I fell.

MS. CARDILLO: -- that's our charge and that's certainly what we can do.
And we're not responsible for the numbers that show up.

VICE-CHAIRWOMAN WOOD: Right, right.

MS. CARDILLO: Just like anything else so.

MS. COLLINS: And everyone's okay with having the meeting at a nightclub?

VICE-CHAIRWOMAN WOOD: Yeah, that's right, a nightclub in the early evening when there won't be no nightclub going on.

MS. COLLINS: And not a lot of parking.

VICE-CHAIRWOMAN WOOD: Yeah, the parking's not too bad especially that time of day there's lots of on street.

MS. COLLINS: What time?

VICE-CHAIRWOMAN WOOD: Six to eight. They might let us use the lot.

MS. COLLINS: What's the address of that?

VICE-CHAIRWOMAN WOOD: It's Dike Street in Olneyville, I think it's 6 Dike Street.

CHAIRMAN MARION: We're open to other suggestions.

VICE-CHAIRWOMAN WOOD: Yeah.

CHAIRMAN MARION: If people could think.

VICE-CHAIRWOMAN WOOD: If you think it would be better to have it downtown so people would walk –

MS. COLLINS: I was thinking the Public Safety Complex, they have a parking garage right across the street and it's just off the highway. I know it's kind of boring.

VICE-CHAIRWOMAN WOOD: Yeah, it's not as interesting but it is very accessible.

CHAIRMAN MARION: Are you thinking the auditorium?

MS. COLLINS: Yeah, well they have a big room there, like a really big meeting room.

CHAIRMAN MARION: Okay.

MS. COLLINS: And they have more than one, I've been in one –

CHAIRMAN MARION: Okay. Because I'm just trying to figure out, you know, I think it's better if we have the ability to sit and listen but also to – we want a period where people can kind of mill around a little bit. And if it's stadium seating and you're just looking at –

MR. SILVERIA: We also have the building up the street, 444 Westminster, and the first floor there is large. It's got tables set up like a cafeteria style.

VICE-CHAIRWOMAN WOOD: Aha, that's a good suggestion.

MR. SILVERIA: I can easily –

MS. COLLINS: I don't know about parking.

VICE-CHAIRWOMAN WOOD: Yeah –

MR. SILVERIA: It's really large.

VICE-CHAIRWOMAN WOOD: -- parking is tough anywhere downtown. But people still come to meetings all –

MR. SILVERIA: But that's walkable from everywhere –

VICE-CHAIRWOMAN WOOD: -- the time and –

CHAIRMAN MARION: Yeah.

VICE-CHAIRWOMAN WOOD: -- they walk, they can walk after work if they work downtown. And that's another good suggestion.

CHAIRMAN MARION: Yeah, that's great.

VICE-CHAIRWOMAN WOOD: I mean, I'm willing to contact both of those places and see what their availability is and just get a bit more information.

MR. ROCHA: How about Bravo?

VICE-CHAIRWOMAN WOOD: Bravo, upstairs is another really nice place.

MR. ROCHA: Yeah. There was a meeting, Better Providence one time hosted a meeting.

VICE-CHAIRWOMAN WOOD: We did the Better Providence budget and beer session upstairs at Bravo and that was really good. It was very well attended and they have valet parking so that really helps with people who just want to –

MR. TEAR: I think you've got a better, at least, line of reasoning around neighborhood engagement if you're, I mean at that point, if you're comparing Bravo and Fête, you have a better line of engagement around Fête than you do around Bravo.

VICE-CHAIRWOMAN WOOD: Yeah, yeah, which is one of the reasons we picked it, yeah. Because it's in a neighborhood and it's free. The room is really big, I mean, also Fête's not really nightclub it's a music venue, I mean, you know, so it's really nice. Like when you go inside there's tables and chairs that can be all set up in different formations, the room is very pleasant especially in the afternoon, early evening, it's not like –

MS. COLLINS: No, I love Fête.

VICE-CHAIRWOMAN WOOD: Yeah, yeah, right.

MS. COLLINS: For personal reasons.

VICE-CHAIRWOMAN WOOD: But I know what you mean, it's not everybody's venue and that's hard to bridge that.

MS. COLLINS: It's a personal fun venue for me but we don't know –

VICE-CHAIRWOMAN WOOD: Yeah.

MS. COLLINS: -- that Open Providence Commission for Accountability and Transparency necessarily fits.

MR. SILVERIA: Is that all ages too?

VICE-CHAIRWOMAN WOOD: Oh, yeah, it's all ages in the daytime and evening, yeah.

MR. SILVERIA: Okay.

VICE-CHAIRWOMAN WOOD: But I like the 444 Westminster suggestion because it seems to bridge, it's sort of –

CHAIRMAN MARION: Yeah.

VICE-CHAIRWOMAN WOOD: -- midpoint of – it's got the tables and chairs you can move around, it's a neutral kind of location, it doesn't have –

CHAIRMAN MARION: It's associated with the city.

VICE-CHAIRWOMAN WOOD: -- those connotations. Yeah.

MR. ROCHA: The Fête might actually already be set up with video equipment in case – even Wi-Fi streaming –

MS. COLLINS: I'm sure it is.

VICE-CHAIRMAN WOOD: Yeah.

MR. ROCHA: -- you know, so –

VICE-CHAIRWOMAN WOOD: They probably have that, yes.

MR. ROCHA: -- I think people are more likely to go to a place like that rather than just a dry conference room somewhere.

VICE-CHAIRWOMAN WOOD: And we could always do two meetings as well. We can do this one at Fête seeing as we got it set for that and then do another one somewhere else when we see what the turn out is and how it goes.

MS. INGRAM: Did you check the Casino?

VICE-CHAIRMAN WOOD: Roger Williams Park? No, I didn't, I didn't look at that. And I think you always have to pay.

MS. INGRAM: Hmm –

VICE-CHAIRWOMAN WOOD: No? Okay.

MS. INGRAM: -- yeah.

MS. CARDILLO: Yeah, you'll get a pass.

VICE-CHAIRWOMAN WOOD: Okay. So, that's another. Well, what do you think? Is that enough?

CHAIRMAN MARION: Yeah, yeah.

VICE-CHAIRWOMAN WOOD: I don't want to take over the meeting with, you know, venues and stuff but if you have any other ideas let me know and I'll investigate them and report back ASAP.

CHAIRMAN MARION: Yeah, I think it's now that we have a date set it's important to finalize a place soon and then start advertising right away.

MR. TEAR: What's the date?

VICE-CHAIRWOMAN WOOD: The 21st.

CHAIRMAN MARION: May 21st.

VICE-CHAIRWOMAN WOOD: May 21st, it's a Monday.

CHAIRMAN MARION: Three weeks.

VICE-CHAIRWOMAN WOOD: Yeah, is that okay?

MR. TEAR: I won't be here.

CHAIRMAN MARION: Okay. Yeah, I mean hopefully as many people can be as possible but, you know, all fifteen of us aren't going to make any date.

MR. TEAR: I was thinking if you wanted a speaker though, if you wanted a speaker that was coming from outside the region we'd have to really get on it now.

CHAIRMAN MARION: Yeah, yeah.

VICE-CHAIRWOMAN WOOD: Is everybody in favor of having a speaker to open up? To sort of set the scene.

COMMISSION: Yes.

VICE-CHAIRWOMAN WOOD: I'd like it.

MR. TEAR: Yeah, I think it'd be interesting.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. TEAR: But, it might be as simple as, John and you were on the trip up to New Urban Mechanics Department, right.

CHAIRMAN MARION: Mmm hmm.

MR. TEAR: Up in Boston. I don't know it might be as simple as like –

CHAIRMAN MARION: Nigel.

MR. TEAR: Huh?

CHAIRMAN MARION: Ask Nigel?

MR. TEAR: Yeah.

MS. CARDILLO: Yeah, right if we get someone from another city –

VICE-CHAIRWOMAN WOOD: A local, somebody nearby, yeah, that's good.

MR. ROCHA: I have a question. Are we all – I know residents are definitely being targeted, are we targeting also other stake holders of the city? Like, let's say they business or academic or, you know –

MS. CARDILLO: We should be.

VICE-CHAIRWOMAN WOOD: Yeah, I think we should, I think we should reach out to, you know, the Chamber of Commerce, Providence Foundation folks, academic, absolutely. Yeah, we'll have to start making some lists of constituents that we want –

MR. ROCHA: And also corporate groups like Operation Clean Government or other similar groups.

CHAIRMAN MARION: Yeah, yeah, there's a network of organizations we can put in place.

MR. LAW: Can I ask what the capacity you're after because we've got, I can check what we've got available at RISD?

VICE-CHAIRWOMAN WOOD: RISD in terms of a meeting space?

MR. LAW: Yeah.

VICE-CHAIRWOMAN WOOD: Yeah.

MS. COLLINS: That'd be nice.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. LAW: If you tell me the numbers.

VICE-CHAIRWOMAN WOOD: Yeah, that's also a great idea. Well, I mean, it's hard to say in terms of who we think is going to come. I was thinking it could be fifty people, it could be a hundred people.

MR. LAW: I mean, the museum is the obvious one isn't it?

VICE-CHAIRWOMAN WOOD: Right, the Chace Center?

MR. LAW: Yeah.

VICE-CHAIRWOMAN WOOD: The Metcalf?

MR. LAW: Yeah.

VICE-CHAIRWOMAN WOOD: That wouldn't allow us to move around and sort of do any breakout groups though, it would just be sitting.

MR. LAW: There is a space as you go in the foyer.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. LAW: But I can ask if you'd like.

VICE-CHAIRWOMAN WOOD: I mean, the Metcalf's a really nice facility too and we would have that, I don't know, yeah let's do that.

REPORT OF CURRENT PRACTICES SUB-COMMITTEE

CHAIRMAN MARION: Yeah, I mean, we certainly have enough options between all of these. Okay, what – I know that the – so I believe, Nelson, your sub-committee met. And Allan, you're –

MR. TEAR: We met one time.

CHAIRMAN MARION: But not in between the last two meetings?

MR. TEAR: No.

CHAIRMAN MARION: So, I don't mean to put you on the spot here Nelson but if you could fill us in on what happened last week.

MR. ROCHA: Yeah, in the last meeting we did an assessment on the City Council's webpage. And we had to focus also on IT because that's, you know, an important element of open government. And speaking of IT it'd be important to invite Jim Silveria, the CIO, to get his –

MR. SILVERIA: That's me.

MR. ROCHA: Yeah. Hopefully the next meeting I'll get in touch with you I guess about that. And, so, yeah, we came up with – with did an assessment and we have something to, you know, write up maybe on that, some open ends. I don't know if you want to go through the details of what we discussed but in general it's what we did. And also the City Clerk's webpage which is part of the City Council and how that relates to open government and what the public stakeholders – what we think perhaps they would expect ideally from those pages. And other than that in the past we also did an assessment on the Sunshine Review, so that's kind of like three quarters complete and I should have it done sometime soon.

CHAIRMAN MARION: Can you tell us what that is?

MR. ROCHA: Yeah. The Sunlight, I think it's the Sunlight Foundation, they have a – they do assessments or they facilitate assessments throughout the country of states, cities, agencies, school districts. And they have a method of scoring the different components of functions of open government. And so there's already a methodology behind that and a list of, I guess, expectations. And there's a way where they kind of score it A, B, C, you know. And, so it's just a matter of going through the website, detail by detail, and from the list of requirements that they have and just identifying whether it's present, not or partially there. And so in essence in the end come up with a good assessment, a thorough assessment of what their standard is of open government.

CHAIRMAN MARION: But based just on the website or is it anything about processes or –

MR. ROCHA: Processes, yeah, it's not just website. It's processes, it's mostly all encompassing, you know, meetings to stuff like that. So, it's not just the website. Yeah. Things about the budget too and the processes. So, I can, you know, put together a, a weekend I'll put together a little summary of what the results are of that.

VICE-CHAIRWOMAN WOOD: And when did they do the review of Providence?

MR. ROCHA: They did – they do make changes but it doesn't seem like they did a really thorough review on the city, it seems a little simplistic because it takes a lot of work to do that assessment. But they did put some just elements just to get the page up for Providence. The School District is a lot more, it looks like they put a lot more thought into it. So, there's a lot more information on that. If you go to the, yeah, the Sunlight Foundation and just plug in Providence you'll see both assessments.

VICE-CHAIRWOMAN WOOD: Okay.

MR. ROCHA: And so, yeah, so basically I'm just involved in doing that thorough assessment for the city. And, you know, perhaps also the School District, you know, is part of the city as well, I suppose so.

VICE-CHAIRWOMAN WOOD: And that would be perfect for a speaker to speak on.

MR. ROCHA: Yeah.

VICE-CHAIRWOMAN WOOD: Is, you know, someone from Sunlight Foundation could just – could introduce what their – how they review the City of Providence's openness and what were they looking for. And –

MR. ROCHA: Yeah, definitely.

VICE-CHAIRWOMAN WOOD: -- that kind of thing.

MR. ROCHA: If they, let's say they were, you know, they're not able to attend perhaps we can put a little screen and conference them in. I don't know.

VICE-CHAIRWOMAN WOOD: Yeah, we could –

MR. ROCHA: They would definitely do that.

VICE-CHAIRWOMAN WOOD: -- just put it up on the screen and present it ourselves, yeah.

MR. ROCHA: I mean, they can conference in and talk as well.

VICE-CHAIRWOMAN WOOD: Mmm hmm.

CHAIRMAN MARION: Yeah, on a three week, I think Allan's point was on a three week turn around getting somebody from out of state with no budget might be kind of difficult.

VICE-CHAIRWOMAN WOOD: We'll ask and we'll see.

CHAIRMAN MARION: Yeah.

VICE-CHAIRWOMAN WOOD: I mean, I like the Boston idea.

CHAIRMAN MARION: Yeah, the Boston, certainly they were very welcoming about, when we went up there, about, you know, getting – so we could maybe call on them quicker than they thought.

VICE-CHAIRWOMAN WOOD: Mmm hmm.

CHAIRMAN MARION: So, okay.

MR. ROCHA: Anything I missed from what anything else happened? I think that's –. Sorry I was late, I apologize.

MR. TEAR: Was this a review of Providence or a review of Rhode Island?

MR. ROCHA: Providence.

VICE-CHAIRWOMAN WOOD: When you write it up can you put it on a google doc that we can all –

MR. ROCHA: I'll do that.

VICE-CHAIRWOMAN WOOD: -- look at?

MR. ROCHA: Yeah. I'll share it with you guys.

VICE-CHAIRWOMAN WOOD: Great.

MR. ROCHA: And I, to do the School District, it would be helpful if there was someone who was a bit more familiar with the processes and be able to answer some of that stuff too. Because I know you were –

VICE-CHAIRWOMAN WOOD: I'd be happy to do that.

MR. ROCHA: -- involved in that.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. ROCHA: And I don't know who else I can talk to.

VICE-CHAIRWOMAN WOOD: Sure. Yeah.

CHAIRMAN MARION: I put some agenda items later about, thinking about where the Commission is – how we're moving forward not just in terms of the next meeting but with the plan of this and maybe we can fit in what Nelson was talking about – what purpose that document will serve moving forward. But before we move forward is there anything about this that you'd like to say because this is about our current practices in terms of ProvStat.

MS. CARDILLO: I have a bunch of them right here.

CHAIRMAN MARION: I'm sure the City Clerk, yeah I don't know Nelson if you came in after we –.

VICE-CHAIRWOMAN WOOD: So, is this what Pamela is introducing?

CHAIRMAN MARION: Yes. So, I, in terms of our current practices, collecting information that we may want to, in the future, use as a public tool, I guess.

MS. CARDILLO: Mmm hmm. I mean, this is what is accessible right now. In other words, there are systems which support these numbers that would be a

matter of, you know, going to those systems, collecting the data, analyzing for whatever is indicated and producing results.

MS. COLLINS: So, there's more collected it's just not analyzed?

MS. CARDILLO: This is a good sampling of what's possible. But not everything is collected on a regular basis unless there's a call to look at a particular analysis or to look at volume numbers. Many of these are volume numbers which, you know, that's a matter of simple ad hoc reporting. There could be a mapping of, for example, where the fires are or where the rescue calls are coming, going to or, you know, where the tree pruning requests are coming to, anything that can be answered with where can be analyzed through geographic information system and can be mapped quote, unquote. So, that requires, you know, a very specific inquiry into the system that supports that measure.

CHAIRMAN MARION: But, you do collect information based on geography.

MS. CARDILLO: Yes, we do.

CHAIRMAN MARION: And is there any way to know which of these measures are collected based on geography?

MS. CARDILLO: Essentially anything that you can answer where.

CHAIRMAN MARION: Okay.

MS. CARDILLO: If it has a valid address we can map it. If a request for service or a site location where services have been rendered has a valid address in the city we can map it.

VICE-CHAIRWOMAN WOOD: So, where is this information kept at the moment?

MS. CARDILLO: In silos of data systems –

VICE-CHAIRWOMAN WOOD: Different departments.

MS. CARDILLO: Correct.

VICE-CHAIRWOMAN WOOD: So, each department would have this information.

MS. CARDILLO: Yes. Or there are some more central databases or data systems. For example, Govern is our land management system so anything related to tax assessment, tax collection, Recorder of Deeds, etc., we would inquiry, make an inquiry in that system. But there are customized databases which are nothing more than access database systems which ProvStat has built and ProvStat manages that we would have to either go to that department and pull the data or ask them to push it to us.

VICE-CHAIRWOMAN WOOD: Mmm hmm. So, do you have a recommendation for the Commission based on what you do with ProvStat that, I mean, would you recommend to us that this kind of delivery of service, quantifying information, should be made public on the website. Is there some way that we could, should or could, provide that kind of tracking for the public?

MS. CARDILLO: There is, I mean, I think it would take some doing and working with the webmaster to deliver this data on a regular basis to make it a live analysis, whether it's an interactive system. Such as, the City of Austin, Texas has an interactive system where you can pull down, you know, you can slice and dice the data however you want and it pulls from whatever system is necessary to support that and, you know, you can do your own ad hoc reporting or your own inquiry. Or in the case of Boston, they have something called Boston About Results, they basically list the metric, they, on a regular basis refresh the data and they show at any given time what the crime rate is or, you know, average number of days to have tree service or whatever. They have very specific metrics there that are static and the data is just pulled and refreshed on a regular basis. And that kind of is what it is, you don't have a lot of opportunity to manipulate the data according to what you're looking for.

VICE-CHAIRWOMAN WOOD: Right.

MR. TEAR: But they do – it also allows you to download a data set or query an API –

MS. CARDILLO: I do believe they do, yes.

MR. TEAR: -- so you could do your own analysis. Yeah.

MS. CARDILLO: Yes.

MR. TEAR: I think that's one way that cities have gotten around having to build or maintain a more heavyweight interactive system simply by opening the data via the API or by downloadable data set.

MS. CARDILLO: Right.

MR. TEAR: So that people who are, whether you're Common Cause or you're Kids Count or you're an individual citizen, you can grab the data and do your own analysis –

MS. CARDILLO: Right, exactly.

MR. TEAR: -- and come to your own conclusions. And that's a lot less heavyweight for the cities but you have to get to the point where we agree that, yes, that data is open – published in a consistent machine processable format.

VICE-CHAIRWOMAN WOOD: So, that's the Austin model that you're just talking about?

MR. TEAR: That's the Boston –

VICE-CHAIRWOMAN WOOD: That's the Boston model, okay.

CHAIRMAN MARION: Thinking more globally, does – who has final say over whether or not any one of these could be opened up that way? So, is there a Committee? Is it up to the individual department head? Is it up to ProvStat? The Council? The Mayor? Like, is there anything uniform if we said oh, we've – if one of the recommendations of the Commission were to make as many available so

that through the API, is that the correct way to put it, you know, who has to give their blessing so that that could happen?

MS. CARDILLO: Right. I'm assuming it is kind of an overarching permission by the Mayor and the Council, that's my guess. Right now the way ProvStat has operated is that every department director owns his data and in order for me to release any data if someone – if someone from the public makes an inquiry it's handed over to the open records, to the Law Department and is developed into an open records request or a request for information through the Law Department. However, if another department director wants data from the Fire Department or if someone from, I don't know, some other member of city government wants data from Water Supply or whatever I put them in touch with the director in order to get permission from that director because he or she owns that data. They're responsible for that data. So, I can facilitate the report but the permission, right now inside the city, the permission needs to be obtained from that department director.

CHAIRMAN MARION: Jim, do you have anything to add to that? Does that fall under your scope at all?

MR. SILVERIA: Well, we're somewhat related but although typically IT we don't own any of this data. Because we're not producing it, it's not our financial data, our activity data. But, again, as Pamela said in a general sense, it's the – that department, the owner of the data, whoever's responsible for it, would typically release what can and what could not be released for public information, for public consumption. This is a little different, I think, from the public records request, it's a one time, very specific scope of information. We're going to be publishing, we already have some of these but we looked – just something to – we're going to start publishing that data. That's just something that when you go to the fire department and say these are the particular things we want to publish is there any

protected information here, is there anything that might be related to a case under investigation that we shouldn't be releasing, things like that, otherwise, is this all okay to put out there.

CHAIRMAN MARION: And you're planning to start –

MR. SILVERIA: Oh, I'm saying in a general sense if we were to do that you would go to the fire department, the police department, you know, to communications, to public works and as long as there's nobody telling you not to release the data then, you know, IT would simply be facilitating the, I guess, the collection, collation and publication of it. We don't – have a good application in our system that we host to publish and present data or even for the most part any – published to get at this data source or a warehouse for that matter where we would migrate the data to, to publish it. So, this is – this would be part of a larger project, I think it's important and it might be a very valid and good thing to be doing but we don't have a lot of this infrastructure in – currently.

CHAIRMAN MARION: Oh, okay.

VICE-CHAIRWOMAN WOOD: You probably don't have a staff person to even devote time to it.

MR. SILVERIA: We certainly don't have a staff person's job it is to do this. We have people who are capable of doing it. But, you know, the case and Pamela can talk a little bit more about current practice, I think it's as these things come up it's going to the department head who does something maybe one time, produces a report or a presentation and that's what it is.

CHAIRMAN MARION: So, I assume it would then if one of the things that we wanted to do is a systematic way of presenting this, whether it be the city presents it or the city makes it available for others to present it. I assume that would fall under maybe the best practices of looking at how other cities manage it. And then do you have any sense who – should people talk to you about, under best

practices, about what resources might be needed to do this, infrastructure. Because what I don't want to do is come up with, sort of, I think we need to produce realistic steps, right. And if the city not presenting it itself but allowing others to present it is more realistic but still requires resources, I think we need to kind of create a good faith, make a good faith guess in whatever we produce about what those resources are going to be so that we don't promise things that aren't going to be delivered any time soon. It's a long question but would you be the person to help determine that?

MR. SILVERIA: Yes.

CHAIRMAN MARION: Okay. Long question, short answer.

VICE-CHAIRWOMAN WOOD: I mean, I think our primary responsibility on the Commission is to make recommendations on what we'd like to see. And then I think it would be great to put options underneath that and say this is how it could be done, this is how it could be done, we could do it like this, we could do it like that so that it is practical but I don't know that we as the Commission can solve or kind of say how the city could do it but we could –

MS. CARDILLO: I agree with that.

VICE-CHAIRWOMAN WOOD: -- it's that balance between being pie in sky, we don't want to just be idealistic and say –

MS. CARDILLO: I agree with that, Karina.

VICE-CHAIRWOMAN WOOD: -- oh, we want this and that.

MS. CARDILLO: I agree with that but I would pass it through the filter of realistically implementable.

VICE-CHAIRWOMAN WOOD: Yes, yeah. So, that's going to your point John, yeah.

MS. CARDILLO: Because, you know, other consultants have been here shooting the moon and those reports pile up on desks.

MS. COLLINS: Can we see those reports?

VICE-CHAIRWOMAN WOOD: Yeah.

MR. SILVERIA: But, I'm also thinking realistically –

VICE-CHAIRWOMAN WOOD: Yeah, realistic –

CHAIRMAN MARION: We have to talk one at a time –

MR. SILVERIA: Sorry.

CHAIRMAN MARION: -- poor Tina.

MR. SILVERIA: I think that, you know, if we start off thinking on what's the end, what do you really want to get to and what is, say it's Austin, Austin has the best system out there, what does Providence need to do to get to the Austin. Break it down into phases. And you start with the small scope and you say we're just going to start with Fire, we're going to build a system based around Fire data because we happen to have a great data source in Fire. You know, they collect all this information, it already exists. So, that's a good one to start and model an Austin system after. So, that Providence will have, you know, a first class application out there for presenting data. And then as, you know, based on recommendations from the committee and, you know, somehow put these in order whether it's city input or our input knowing what we know about our data sources whatever they may be, go through the list, you know, this existing list and create a list of things that as a group that we feel or through public engagement people feel that they would like access to particular types of information and data. And kind of group these things together and put them in some type of order where you can phase in let's build core system that has some sort of data warehouse, has some type of presentation layer, has some type of, you know, an API for publishing data otherwise and start off with something that we have that's reasonable and it's a project we can accomplish. And then from there group them into phase 2 through

17 of the next chunks of information. I think the important thing is to get something done –

VICE-CHAIRWOMAN WOOD: Yeah, right.

MS. CARDILLO: If we're going to wait for the perfect –

MR. SILVERIA: -- but once you have something that – you can always build on it.

VICE-CHAIRWOMAN WOOD: I like the phases.

MR. SILVERIA: And then maybe down the line maybe we can come up with kind of a cheap and crummy presentation system for now, inter-phase, but over time that can be a further goal that as we get more of these in here and people see the value and the use of it and if in fact it's being used then maybe the city at that point can decide to invest in whatever product might be out there or spend the time to build it.

MS. CARDILLO: Right. I think one of the things that this commission should be responsible for is defining the meaningful metrics. What does the public want to see? What does the – and not necessarily what does the public need to see? Because, you know, the public is entitled to a whole lot of data but, you know, who cares, you know, what percentage of trees are pruned versus what percentage are removed or something like that which is that could be a metric but that, you know, could be left to someone else's inquiry. So, if we're going to make certain measures available or certain numbers available it should be what the public wants to see. Unless we're going the route that Nelson or Allan talked about which is have at it, pull any data you want, you know, compare the number of tree service requests to the number of pothole requests, you know, just do whatever makes your heart sing. But, you know, I think we need to choose between them when we're engineering the system.

CHAIRMAN MARION: So, perhaps at the public engagement session we can produce something, a survey based on the available data and ask people to rank order what they're interested in.

MS. COLLINS: We can also put it online.

CHAIRMAN MARION: Yeah, and perhaps an online survey tool of some type so that we know people are really interested in crime data and for instance could care less about what the Inspections and Standards.

MR. TEAR: Can I offer you a different way to think about that? So, if you look at what's worked in other cities, the reason why open data sets are interesting is because they unlock a lot of unusual applications that people don't think of, right. So, I'll give you a humorous but specific example; so, in D.C. they ran Apps for Democracy and one of the interesting apps that they wrote was stumble safely. And what it basically did was mashed up the list of places that have liquor licenses with the list of crimes, you know, the report of crime, street crime and then showed you how likely it was that you were going to get mugged near where you left the bar, right. Now, that's not an application that if you asked the municipal, you know, employee what application would you come up with that isn't necessarily the one that you would come up with. It was only because they – the two data sets were opened and they were opened to the creativity of an external developer that they came up with that app and hundreds more like them. So, I think that one alternate way to think of collecting public input is to take the, you know, take a list of twenty questions that have been solved in other places because people found them interesting to solve and you can easily get those by looking at, you know, the Big Apps Contest in D.C., by Apps for Democracy, sorry, Big Apps in New York, Apps for Democracy in D.C. et cetera, et cetera. And you can come up with a set of twenty or so but, you know, some of them are usual suspects, questions, right, like I want to find out the crime rate in my neighborhood and some of them are

unusual. But, that would give you a more tangible way for a citizen to respond then just are you interested in tree pruning versus crime, everyone's going to say crime but you may actually be able to find out something very interesting if you put tree pruning together with park conditions.

MS. CARDILLO: Right. Understand that what the work that ProvStat has done to date was done in the interest of encouraging evidence based decisions on resource allocation. Mostly it was a management tool, ProvStat has been used as a management tool to date and was not designed to provide data for public access. So, this list which is by no means complete is just – suggests, you know, measures that we do have because in order to determine the average number of days it takes to resolve a request for service, any particular service we need to have, you know, we need to pull data which supports that analysis. So, but that historically has been – the ProvStat data and analysis has been designed to support management decisions be it by the department director and these analysis have been shown to the Mayor in management sessions, in meetings with, you know, department directors and high level managers of the city executive committees and whatever. And the conclusions of the analysis in some cases are actionable and the Mayor or the department director acts on those. But, this was never designed, this list was never designed with public access in mind.

VICE-CHAIRWOMAN WOOD: Sure.

MR. LAW: The way that I would run a workshop maybe in this thing would be to introduce the idea with some twenty best examples and then possibly if we were at RISD we'd get some crazy students to use your data to generate some other examples. And then we could ask Providence, we could say we've got these examples of some interesting ideas but this is the data that we've got what do you think would you prioritize with this or can you generate some ideas or something like that. So, I would offer people, you know, here's what other people are doing,

they might have a comment on that but then also here's this is what we can do, what do you think about that? I think that could be an interesting – I think you're framing your, you know, we've got a limited access to information. So, I think people can work with that if you ask them to.

MS. CARDILLO: Mmm hmm.

DISCUSSION OF RESOLUTION MANDATE

DISCUSSION OF FUTURE COMMISSION PLANNING

CHAIRMAN MARION: In the interest of keeping things moving along, thank you Nelson for the – for letting us know what you're up to. What I hope we can do is talk a little bit about where we're going. Because I think at this point we're sort of just meandering a little bit. We have some intermediate goals, we have the public engagement session, we have some sub-committees that are, in varying degrees, digging in. You know, I like that Nelson found, sort of, an evaluation tool for the current city practices. But, I would like to have just a brief discussion about where we're going. So, I bring that in two way; one, in terms of mandate that we have which we talked about at the very first meeting and then second, about sort of planning the temporal aspect of –. And, I don't know if based on what we've been able to do so far if people think our mandate is too broad or too narrow or needs to go into a different direction and we need to seek any changes to that mandate. I, at first, thought it was too narrow and it was too focused on technology but am starting to realize that there is so much with technology alone that to try to broaden the mandate to deal with financial controls or whatever else you can think of that maybe we would get into, we could not possibly achieve that in any reasonable period of time. But, I'm curious of anyone else has thoughts about the mandate.

VICE-CHAIRWOMAN WOOD: I took a stab at just typing up before the meeting and my printer is broken so I couldn't print it out for you, but just the

different buckets, if you'd like, of what kind of transparency we're looking for in – what kind of – what the different areas of transparency are. Because what we've just had a discussion on is delivery of services, right? If that's a good way of describing it, the services the city provides and the metrics on those. And that's one, just one area. Another area of openness would be the people of government, like, who are, you know, like when you're a regular citizen and you go on the city's website and you want to just find out who are all the people in the city government, elected and appointed, what's their job description? What do they do? How do I contact them? That's, I think, not as open and clear as it could be. So, that's another area for me is, you know, could we create more of a – recommend more of a, like a directory of people that's very user friendly. And you could actually then go and see, well, this person runs the Department of Art & Culture, what's their mandate? What are the goals that they were set to achieve in 2012? How far are they along? How do I reach Lynne McCormack, the Director, if I want – if I have an idea for a film? Is there a precedent? You know, all that kind of stuff. Like just who they are and what do they do and what are they meant to be doing for us kind of thing. So, that would be people. Another area is meetings and we've talked about that, like a big area of transparency would be, you know, when do the meetings happen? What are all their names? Boards, commissions, hearings, seeing the agenda, see all the meeting minutes, seeing all the votes online, huge for me is that, it's so hard to find out who voted what way on what. And having all of that in one easy to find place so you're not looking at Secretary of State's site here, you're not looking at the School Board over here and this – but a nice collected place where you can link to other things. So, that would be like the meetings –. Encourage the public to attend meetings, encourage people to come and give public input, I don't know how but that seems to me like a bucket

of public input and encouragement. And maybe part of that is making City Hall a more welcoming environment. So, that's non website, non tech related.

MS. CARDILLO: Are these still in the transparency bucket?

VICE-CHAIRWOMAN WOOD: Yeah, this is all transparency and openness.

MS. CARDILLO: Okay.

VICE-CHAIRWOMAN WOOD: I'm thinking part of openness is how to, you know, when you come to City Hall you can get your parking validated for coming to do business with the city. If, and you know, if it wasn't valid business you wouldn't get it validated. But, an information desk in the lobby that says hi, welcome to City Hall, here's where everything is, you looking for a meeting, you looking for this?

CHAIRMAN MARION: Nelson.

MR. ROCHA: I think there's also more than transparency, other themes like I think you touched on in the participative themes, okay. And also collaborative themes. You know, I think it's not just transparency but I think we also have to focus on the other, those other two departments that are part of open government.

VICE-CHAIRWOMAN WOOD: Mmm hmm.

CHAIRMAN MARION: So, do people feel, I know you've got a little bit more –

VICE-CHAIRWOMAN WOOD: Yeah.

CHAIRMAN MARION: -- but do people feel that we don't have the mandate for any of these things if we try to tackle them? I read that into what we have as a mandate.

VICE-CHAIRWOMAN WOOD: I mean, I feel that those, the things I just ran through and I've got a few others like the financial transparency and broadcasting the meetings by live streaming and TV, these are all things that we're

all pretty much in agreement that they should be done and I think they're all fairly, fairly easy to execute. I don't know that we need to spend lots and lots of time laboring over how do we make all the meetings and the personnel information accessible, we just need to say that's our recommendation.

MS. CARDILLO: Right.

VICE-CHAIRWOMAN WOOD: And here are some ways it could be done. Boom put it in the report. But, I think what I'm hearing John say is we need a bit of a map, like mapping out here are the areas and here's who's doing what and how are we getting there.

MS. CARDILLO: And we need to set priorities, I think, given the no resources available to execute any of these.

VICE-CHAIRWOMAN WOOD: But, phases –

MS. CARDILLO: Phases.

VICE-CHAIRWOMAN WOOD: -- like was said before, like phase 1, phase 2 and –

MS. CARDILLO: You know, and maybe that priority system is based on what's doable for free or at no cost, at small cost, at large cost. You know, and I mean, you know, I don't know that we need to develop the steps to accomplish these recommendations but we should pass it, in my opinion, we should pass it through some kind of a filter for doability.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. ROCHA: I think the most important thing in the end is implementation of whatever we come up with. I think the most effective thing that I think we can come up with in the end is actually a checklist that can be conducted periodically. And some of those things will be short term versus long term and medium term. But, I think it needs to be revisited perhaps on, you know, on a periodic basis a status of those checklist items. So, I think if we just propose a one time thing it

could get lost down the road and not be revisited. The most important thing we could recommend is a periodic review of a checklist that we all agree on and they agree to conduct it periodically.

MS. CARDILLO: And hold the city accountable for implementing those.

MR. ROCHA: Yeah.

MS. COLLINS: If the – our commission had a website it would not get lost and it would be publically available and viewable. And the checklist could, like the Sunlight website has, you know, it shows when they've made changes and things and what they need to change.

CHAIRMAN MARION: I should acknowledge, Paul set up a website for us and thank you. It's a blank page because I haven't done my job and gotten him any content for it yet. But, whether we could have it after the expiration of the commission is another matter we can try to figure out. But, thank you, Paul for setting it up like that.

MS. INGRAM: Maybe we can think of once you give your recommendation, I mean, I don't know what the mandate was necessarily but creating some type of implementation team that you could say, okay, not only are you telling the city these are things we're saying would be great but giving them some people who could help make sure that something happens with that.

MS. CARDILLO: I'd call your attention to the IBM Smarter Cities report, which on the last page there is a matrix which identifies the task and the person assigned to seeing to that task. And –

MS. INGRAM: Someone to follow through with –

MS. CARDILLO: Pardon me?

MS. INGRAM: -- someone to –

MS. CARDILLO: Someone's who accountable for that task. And I think there is a priority rating, I think high priority, middle, medium, whatever. I think it's a good model to use for maybe our recommendations.

MS. COLLINS: Are those previous reports that you said that the city had hired consultants and that they had made recommendations, are those one –

MS. CARDILLO: Right, that's what I was referring to, the IBM Smarter Cities challenge.

MS. COLLINS: Okay.

MS. CARDILLO: Which, is downloadable off the website if you don't have –

CHAIRMAN MARION: Yeah, which we circulated.

MS. COLLINS: We have copies.

CHAIRMAN MARION: Yeah.

MS. CARDILLO: Yeah, yeah.

MR. TEAR: John.

CHAIRMAN MARION: Yes.

MR. TEAR: May I make one observation about that? Which is, that I think with the danger of all of these groups including ours is that is to fall into the same trap that consultants fall into which is coming back with a list of twenty things, none of which are resourced and none of which there is anybody to look at after the commission has dissolved. And I completely sympathize with the plight of the overworked people in the city government who are then left with another report on their hands. It might be, I would offer for us to think about that this might be more of an exercise in reductionism, that what we should try and figure out is three things that can be done. And those three things might be number one, passing a clear and decisive open government, open data statement that's an executive order from the Mayor and then it's supported by an Ordinance from the City Council.

Because there isn't one, there's a resolution. Number two, picking one thing that we want to make public and doing that one thing. You know, everybody talks about City Council votes and how those aren't – like maybe that's the one thing that we do. And if you got that across the line that would be something that everybody could say we did that and it's done. All right. And number three, making sure that somebody owns open government going forward. Because right now, as far as I can tell, nobody owns it. Right?

CHAIRMAN MARION: I think we own it.

MR. TEAR: Right. And, we're – going right. So, it seems like there's some –. So, for example, Philadelphia passed this week an open government directive and Mayor Nutter signed it into law and part of that was designating somebody within City Hall to be in charge, they are the open data, open government officer of the City of Philadelphia. And it's their job to keep track of the, you know, where they're at on the checklist and to continue to pick new things. But, I'd like to see us accomplish, you know, one practical thing and set a state for future progress rather than give a list of twenty things that would be awesome but nobody's going to do after we go away.

CHAIRMAN MARION: That's a good point.

VICE-CHAIRWOMAN WOOD: I really like and I'm thinking we can do both those things, like, I mean we should lay out everything we want and say phase 1 that we want to implement is this. What you just said, right? I mean, if we don't express a comprehensive mandate how will we move forward to the next thing after we've gone? Like let's say if we're going to televise City Council meetings and make the votes public that's our concrete thing that we've achieved but then what happens next if we didn't lay out provisions for the next step. Like, can we do both?

MR. TEAR: Well, I would hope one of the hopes would be if we actually gave somebody the mandate of having this, you know, ongoing and you had an open data, open government directive that said that once a year there will be a, you know, a report on the state of the city's, you know, open government initiatives. And that report would be publicly available or there's a public discussion about it or whatever the – at least you'd have some – no matter what we would supply like all the best practices, all the assessments et cetera but, you know, we're –

VICE-CHAIRWOMAN WOOD: But for actions, yeah.

MR. TEAR: -- yeah, we're going to end up with probably is a list of good ideas.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. TEAR: Yeah. And good examples.

CHAIRMAN MARION: You have a good idea, somebody should give you some money for your ideas.

(Laughter)

MR. TEAR: Thanks.

CHAIRMAN MARION: -- three years.

MS. SPECK: So, I was on Nelson's current practices sub-committee and what I did mostly was looking at what exists now and what's out there. And I've been watching the city's website for, oh I don't know, a long time now, and actually it's been awhile since I gave it a thorough going over. And sort of a lot of this is my sense, right, is that a lot of things that I'm hearing mostly a lot of sort of what Karina was talking about are things that are like, they're like just a phase away. That there's a tremendous amount of stuff that's existing now that if it were unlocked –

MR. ROCHA: All the stuff on there.

MR. SPECK: -- yeah, no, all the stuff on there that my number one if you were going to ask me what my one doable thing would be, would be to have a year long focus on unlocking everything that's in there. So, for example, what Karina said it would be good to know who is this person, who is, you know, in charge of this and that and what's their mandate. That exists right now in almost a uniform way on all of the department, the main pages for all the departments are almost all their mission statements. And I'm not saying that that's a good thing but it is what it is. Right, that the person's name, what the mission is, it's sort of right there but that the -- the sort of navigational part of it where there's sort of a more interactive or browsable space where you can go in and say, you know, this is the mayor and what's under the mayor, this one and those ones --

VICE-CHAIRWOMAN WOOD: Like an org chart.

MR. SPECK: -- what's under Council. Sort of, but more interactive, more browsability.

VICE-CHAIRWOMAN WOOD: Yeah.

MR. SPECK: And then there's tons of stuff down there in the e-files which is like I would love to see e-files totally go away, just get all of that stuff up, pulled up to the surface into searchable text, you know. No?

MR. DICECCO: No, it's not happening. E-file is the file manager.

MR. SPECK: Obviously not.

MR. DICECCO: Well, they're just aliases to the file names. But, the file names aren't descriptive enough to be searchable. So, how that could happen, I don't know. I mean, you're right and I do have and I have looked into making a directory listing so that the whole thing is accessible but like I said the file names. And that comes to the one big part of the picture and that's the capabilities of the employees, you know, where this stuff is coming from.

CHAIRMAN MARION: But that --

VICE-CHAIRWOMAN WOOD: You mean the infrastructure that you have to work with?

CHAIRMAN MARION: -- but that gets into management and sort of human resources management end of things and gets almost too far afield --

MR. SPECK: Isn't that C?

VICE-CHAIRWOMAN WOOD: Mmm hmm, I mean, I like where you're going John with this.

MS. INGRAM: There should be some type of policy in place in each department to make their information available. I mean, that's not --

VICE-CHAIRWOMAN WOOD: I think the information's available but what John's saying is it's in these different places and it's all and it's not very searchable or there's different things that we can tweak --

MR. SPECK: Browsable.

VICE-CHAIRWOMAN WOOD: -- and quite simply get it. Like, the budget let's say, like when I was trying to analyze the budget of the city last year it's not searchable, you can't find what you want to find, you've got it, it's technically all there but it's -- and you know I mean we could get into things like info graphics and representing numbers in a meaningful way for people like charts and graphs, I mean, that's another thing. But, I agree, I'd love to hear more of what you're saying John anyway.

MR. DICECCO: An example John; someone will email me a PDF called broad amperstand street and they'll tell me where to upload it and they add that link on their page and their content on their own. So, I just upload it, I don't know what the file is. So, that's where when I say they -- I don't see it being possible, not without restructuring or renaming every file. I do my best to, you know, put underscores because there are spaces, you know --

MS. INGRAM: Maybe people in the department have to be trained on what you should do when you're uploading a file.

MR. ROCHA: Like a file name is one thing and another thing is the content inside, it could be do an OCR function on it and make it available, right? It doesn't – it's not dependent on file name to –

MR. SPECK: You know, I didn't say that I had a specific prescription, I mean, I know how I would approach the problem. But, my point is that there's a lot of stuff there that if, sort of, more browsability, that's my watch, would be my watch word, for a relatively quick way to pull a lot stuff up to the surface. Would be, you know, sort of more browsability and sort of briefer, a little more explanatory, very brief explanatory text saying what things are, you know, when you click the links. That's just my, you know, it's a thing that drives usage, it's drives engagement.

MR. DICECCO: Yeah.

MR. SPECK: And then there's one other, the one other point I wanted to make and it's sort of the section B of this which we talk a lot about; getting at the data that exists which is really analysis, you know, of things that have happened in the past. Where did people get potholes filled? Or trees cut down? Or crimes happen? Or fires happen? But what about, as a citizen right, my number thing is all transactional, everything that's got a dollar sign in front of it that has to do with the city that's where I would want to see action.

MR. ROCHA: Budget and receipts and expenditures.

MR. SPECK: No, no, put it another way, the ones that have dollar signs with my name on them. Right, everything that's transactional.

MS. CARDILLO: Kind of how the city spends its' money.

MR. SPECK: No, how I give you my money. Make it easier for me to give you my money.

CHAIRMAN MARION: So, John at one point talked about the possibility of could there be an account, I log into John Marion's account –

MS. CARDILLO: Oh, I see, I see.

CHAIRMAN MARION: -- with the city it says, you're tree was cut down, you paid your quarterly tax payment two days late –

MS. CARDILLO: Right, I see.

CHAIRMAN MARION: -- your kids are registered to go to school at –

MR. SPECK: That's B, that's this concept of a dashboard which a dashboard if you never sort of used – or any of the other dashboard, I don't know if any of you are google analytics, any of the other dashboard oriented sort of things, when you come in your account it auto populates with stuff, your stuff up to the minutes. So, it goes and gets your tax stuff and your, you know, if you got any inspection things or real estate or business things whatever, it goes and gets your stuff and puts it on your dashboard. Sort of that sort of thing although that, I have to say, that's far away, that's super giant, a big customer relationship management database. Although, I have to say Sugar CRM, it's just sitting out there, open source.

MR. DICECCO: How would it communicate with all that data that's all non communicating?

MR. SPECK: You would have to get that all under my sequel, I mean, it's not, you know –

MR. DICECCO: Not to disrupt that – the commission meeting but when you guys talk about this OCR, PDF, when you're on the website the search function searches my SQL. So, even if these PDF's existed in OCR they're never really inputted into the database for their face value, just their file name is in the database. So, how would it become searchable?

MR. TEAR: Like for example, if, for example, you install a google search appliance inside the city fire wall that would search and index the content of the PDF not just the –

MR. DICECCO: How would – open my SQL data?

MR. TEAR: It would actually read the – and index the contents of the PDF documents.

MR. SPECK: As long as they were not, like, graphic PDF's. But if the text didn't get changed into the graphic file, as long as there was still text inside the PDF to be read the machine would read it and index it.

MR. TEAR: So, this is droople based?

MR. DICECCO: Yeah.

MR. TEAR: So, droople search you're right it only searches the file structure.

MR. DICECCO: It only searches the file structure.

MR. TEAR: Yeah.

MR. DICECCO: So, the only way you're going to pick up say the budget is if there's a paragraph that says this is the 2012 budget and you'll find that.

MR. SPECK: Yes.

MR. TEAR: But a more powerful search appliance would solve it, would solve the problem.

MR. SPECK: Probably the easiest way. Another way is to have when people submit things; key words, brief descriptions, meta descriptions.

MR. TEAR: Tags.

MR. SPECK: A little more meta sort of action on it. There's a couple of different ways to skin the cat. You know what I mean. But really get away from the office suite, you know, it's just death. Sorry, did I really say that. Sorry.

CHAIRMAN MARION: So, in the interest of coming in on seven, in a little bit, I wish I could say I had this beautiful vision for the next month and half or two months which I don't yet. But, you know, we need to keep pushing forward because I'm afraid if we don't then this is going to die on the vine. And I'm glad to see Nelson develop at least a way here to frame how things are going on in the current practices. And, Allan, have you given any thought to, you know, out of all the government 2.0 or best practices out there how you could cull what you want to –

MR. TEAR: To distill it down.

CHAIRMAN MARION: Mmm hmm.

MR. TEAR: Insufficient thought – so.

CHAIRMAN MARION: Could we ask before the next meeting that your group gets together and thinks about that question. And anybody, whether you're on that group or not, thinks about that question and forwards stuff to you about how to think about okay, you know, we discussed tonight and I think we generally agree that we can't do everything. So, get to Allan what you think we should be looking at in terms of best practices in a way that might be useful to him in that group. And I'll promise to try to do that so that –

MR. TEAR: I'm sorry, just to clarify, that stuff has been sent to Anna which will then be sent to me, correct? Is that correct? Are they allowed to send stuff directly to me? On a one on one basis?

MS. STETSON: I think that one on one yes.

MR. TEAR: Okay. Cool.

CHAIRMAN MARION: So, for instances, Pamela sent me and I should've brought it with me tonight a list of the best websites, municipal websites that we're –

MS. CARDILLO: Ten award winning websites.

VICE-CHAIRWOMAN WOOD: That would be great to see. Okay.

CHAIRMAN MARION: That might be helpful for Allan.

MS. CARDILLO: Right, right. Yeah, I sent it to you because I was unsure about the sharing of –

CHAIRMAN MARION: Yes.

MS. CARDILLO: -- you know, whatever.

CHAIRMAN MARION: So, okay. And I'll promise to try to check in more regularly than I have been just to hold everybody's feet to the fire as we move forward.

VICE-CHAIRWOMAN WOOD: Well, what are our specific to do's. I mean, I think that any meetings, campaign, but especially a commission we can get a little, like, like you said it can all get meandering if we don't really know exactly what we're being tasked to do by the –. You know, like, so, I mean I have tons of really good ideas and information tonight and I'm thinking the next step with the to do task is to write some of those things up as draft recommendations. I mean, like let's get it rolling, right, or not. Like what are we thinking that we go away from this meeting tonight and do to get us to the next –

MS. COLLINS: One of us needs to write a press release to announce our public meeting.

VICE-CHAIRWOMAN WOOD: Definitely we have those tasks, yeah.

MS. COLLINS: And we have to solidify our venue first.

VICE-CHAIRWOMAN WOOD: Yeah.

CHAIRMAN MARION: Yeah, I mean, I think, yeah.

VICE-CHAIRWOMAN WOOD: I mean, let's just make a checklist of what we're doing, right John?

CHAIRMAN MARION: Yeah, that's good if we can do that reasonably.

VICE-CHAIRWOMAN WOOD: I mean I think we have to otherwise we leave without knowing what we're coming to the table with in two weeks. And then we have all this difficulty communicating in the meantime because we're not allowed to so, with the open meetings act. So, yeah, I mean, I'm going to do some more venue checking and I will report it to Anna who can share it to everybody. We'll do, that will be the next couple of days because we need to act fast. Our committee will do the press release, we'll do a Facebook event page, we'll do, you know, we'll get the ball rolling here and start – we'll put it on the city's page that we've got for the commission. And then it will be up to everybody to just say make sure you tell these people, make sure you tell these constituencies and all that stuff. And then we can, by the next time we meet, we've still got time ahead of that meeting to talk about it again and see where we are. But, what about in terms of the other stuff that we talked about tonight, like the –

CHAIRMAN MARION: So, Nelson in terms of yours –

VICE-CHAIRWOMAN WOOD: -- the report stuff.

CHAIRMAN MARION: -- finishing that evaluation.

MR. ROCHA: Yes.

MS. INGRAM: Is there any way to have our sub-committee meetings put something on paper that's just kind of like what we discussed? Because we discuss a lot of things and we come up with things and then we get here and it's kind of like we try to think of what to say and how to, you know, bring everything to the table that you talked about. Can we, after our meeting, have a document that we send to you that you can send to everyone just to review before we actually get here so that we can discuss it at that point? Or –

CHAIRMAN MARION: Yeah, the sub-committee can do a report of the committee as a whole.

MS. STETSON: The sub-committee can report. I think that the best thing for you to do is probably to just put your, you know, have someone, you know, who's taking your notes put together your report and I would submit it here publicly just to make sure that we -. Yeah, you know, you can send it to the Chairman. I mean, I want to say like if you did it on an individual basis and there wasn't a back and forth conversation and -

MS. INGRAM: I mean, like the three sub-committees -

CHAIRMAN MARION: So, prior to, I'm sorry, prior to a public meeting documents, so if it's a public body that does like an advisory opinion it's circulated to the public body before the meeting when the agenda goes out so they can, so you can read it, you're not getting it for the first time here. So, we could do that, we could make those reports from the sub-committees go out with the agenda to the commissioners.

MS. STETSON: If you wanted to do something like that, you'd have to get that - the thing is that, you know, we're walking a tight timeline and I think that this week here we kind of - we've got an awful lot of committee meetings that are coming up and we have, you know, a deadline that we have to adhere to. And I understand that some of the members here are like really pushing it right to the very, very last minute. So, I'm going to have to ask that we have forty-eight hours to post it but we're going to need the agendas from the committee Chairperson's a little bit earlier. I hate to do that but it ties our hands sometimes too with making sure that we get the agendas and that we have everything. But, in order to do that I would have to have a report of the committee to be submitted here, you know, by the time the agenda came in. You know, so it's going to be a little bit more work on the Chairperson or the committee to get that to us to make sure that we can get it out with the agenda.

MS. INGRAM: So, the reports would have to be with the agenda and given to the public before anyone else could see it? Is that what that means?

VICE-CHAIRWOMAN WOOD: What if the reports are uploaded to the webpage? Just for everyone to see.

MS. STETSON: Exactly. You know, and that's a perfect –

VICE-CHAIRWOMAN WOOD: -- without circulating it.

MS. STETSON: Yeah, that's perfect because you could do a reporting right onto the webpage and that's it, it's there for anyone, you know, any information. You know, the webpage is really probably where we need to go so that we can – anyone that wants to see what we're doing can see it and we can have it there with the date of the sub-committee meeting and what was discussed, who the members are, how to contact them if they wanted to contact them.

VICE-CHAIRWOMAN WOOD: Great.

MS. STETSON: And probably –

VICE-CHAIRWOMAN WOOD: That would get around – and are the minutes of these meetings can they be posted up on that page?

MS. STETSON: Yes. We can put everything on that.

VICE-CHAIRWOMAN WOOD: And let's just put it all up there, when our meetings are –

MS. STETSON: Mmm hmm.

VICE-CHAIRWOMAN WOOD: -- the documents that come out.

MR. DICECCO: Yeah, I can put them in e-files.

(Laughter)

CHAIRMAN MARION: So, Nelson is there anything else from your group?

MR. ROCHA: Yeah, I think we're going to document what we discussed in prior meetings, the Sunshine Review, IT Assessment and what the current state is and how it relates to open government. So, you will definitely need to stop by

also. And just the website and use case, you know, review and assessment on it. I think that pretty much covers all the major areas that we have looked at. Any thoughts on that?

VICE-CHAIRWOMAN WOOD: Sounds good. I'm looking forward to reading it.

MS. CARDILLO: That list of the ten award winning municipal websites, I don't know if that falls into best practices or current practices. Because as, you know, as a member of current practices I'm looking at that saying, I'm looking at some of those sites saying which do we have, I'm going down all the checklists. But, yet you consider those model websites as evidenced that the wheel has already been invented then it would fall into best practices. But I think it's a little bit of a breach so I invite you, John, to either share it on the commission's website or just to share it with everybody regardless of what –

VICE-CHAIRWOMAN WOOD: Yeah, let's just put it on the website and then we can all see it. Right? Wouldn't that be the way to do it?

MS. STETSON: Yeah, then you can open it up, download it and you have the documents on there.

MS. CARDILLO: Right, all the links are there.

VICE-CHAIRWOMAN WOOD: The links, yeah.

MS. CARDILLO: And they're really some fascinating websites that aren't that much of a throw for us –

VICE-CHAIRWOMAN WOOD: That's great.

MS. CARDILLO: -- in certain cases.

VICE-CHAIRWOMAN WOOD: And then we can tell the public when we promote the public engagement session, link them to our site and say go to our site and read about the – have a look at what other cities are doing, prepare yourself for this meeting. I mean, it's just really nice and transparent information.

CHAIRMAN MARION: Allan, is there anything you can think of in terms of, as you organize around the idea of what best practice is about, what you could produce.

MR. TEAR: So, we're going to meet again I think the goal is to create a way to think about the classes of best practices and put a few examples under each one. So, rather than being exhaustive I think the goal is to be representative.

CHAIRMAN MARION: Okay, that's great.

MR. TEAR: And say here's three or four examples around engagement and where you can see them. And here's three or four examples around, you know, voting transparency or around fiscal transparency and here's where you can see them. And use that as a way to spur conversation. I think –

VICE-CHAIRWOMAN WOOD: Yeah, that sounds good.

MR. TEAR: -- ultimately this is editorializing a bit but ultimately I think that combining that with the public input from the forum it would be good if we could narrow down on one thing and say this is one we're going to advance. So, we'll try to get a classification scheme of half a dozen but then with the goal of trying to get people focused on one.

VICE-CHAIRWOMAN WOOD: That's good. So, we could have a framework for the public meeting so it's not the free for all, people can bring up anything they want but most people like being given a framework as well, like this is what we can actually achieve. So, comment on –

MR. ROCHA: And, current practices is doing an assessment detailing, I guess, what is lacking too. So, that kind of ties into what the solutions may be.

VICE-CHAIRWOMAN WOOD: Yeah, okay.

SOLICITING HELP FOR FINAL REPORT

CHAIRMAN MARION: So, we're responsible for producing a product at the end in the form of a formal report with some recommendations. As far as I

know, no one's come forward and said it's my responsibility to produce that report for you. And I just, if you could just give a minute or two to thinking about any resources you might have to do this or do people propose we try to do this in a series of chunks and we bring it together. Or do you have a student you think who would want to take this on as a short term project? Or does anybody have any thoughts about –

VICE-CHAIRWOMAN WOOD: What's our deadline for writing it?

CHAIRMAN MARION: I'm thinking now about, because – we think now that maybe we can bring, if it's somebody from the outside we can try to bring them in sooner rather than later or if it's going to be us we can think about documenting what we're doing in a way that might be useful for producing this.

VICE-CHAIRWOMAN WOOD: When do we have to do this by?

CHAIRMAN MARION: I mean, so this expires at the end of June.

MS. COLLINS: We're going to extend that right?

CHAIRMAN MARION: I mean, we can ask for it to be extended but we would have to ask for the resolution to be amended by the Council which I don't think is –

VICE-CHAIRWOMAN WOOD: I mean, I don't want to go on meeting forever so.

CHAIRMAN MARION: I know.

VICE-CHAIRWOMAN WOOD: I'd rather like get it done.

MR. SPECK: But is it crazy to think that if we were to take Allan's sort of overarching thought of really cut it down, you know, three things, don't be comprehensive, be indicative. That if each sub-committee wrote up a chapter and I think a chapter shouldn't be anymore than a couple of pages at the outside, you know, and as long as if we move sort of from this, if all the three sub-committees moved forward from this point more or less aligned around this sort of idea of, you

know, sort of coming up with one main recommendation and a framework for moving forward and continuous review. If we all had that in mind that our three chapters would already sort of fit together and then it's not quite so big a deal, you know, and we may be doing something that's eight, nine, ten pages, something like that. And then have like, if you want, a big addendum that's all the links and all the other websites and, you know, all that other stuff. But try to keep the report itself pretty tight. I mean, I could see it being five pages.

VICE-CHAIRWOMAN WOOD: The shorter the better I think because it's about action and implementation.

CHARIMAN MARION: So, it's something we can do ourselves.

VICE-CHAIRWOMAN WOOD: Yeah.

CHAIRMAN MARION: Instead of trying to farm it out.

MR. SPECK: Why write a novel nobody's going to read.

CHAIRMAN MARION: There you go, that could be our motto.

VICE-CHAIRWOMAN WOOD: What do you think, Pamela?

MS. CARDILLO: I think it's doable. And I, rather than retrain or try to orient somebody to what has happened to this point and from this point on that's like gaining an intern which is always a mixed, you know, always a mixed blessing.

VICE-CHAIRWOMAN WOOD: Right, right, right. And then you take ownership, I mean, each committee is taking ownership for what they're working on and writing it up and making it simple and direct. I like it.

CHAIRMAN MARION: Do we have any other thoughts before we adjourn?

VICE-CHAIRWOMAN WOOD: So, you're working on your drafts for the next meeting, is pretty much the to do, right?

MR. LAW: When's the meeting, the best practices meeting?

MR. TEAR: I need to speak to you guys and I'll speak to Anna about when we can schedule it.

VICE-CHAIRWOMAN WOOD: And speak to them now while you can because outside of these meetings we're not allowed to talk to each other unless it's being advertised forty-eight hours –

MS. STETSON: If I may, I would just like to be able to say, just to say something in regards to the open meetings. I mean, are you here with the Solicitor's Office, is that right?

MS. FRIES: Yes.

MS. STETSON: One thing that, and I did briefly speak with Jeff on this too, is that this is not a voting committee so there really isn't – I just, I think that you're really not doing anything wrong getting information back and forth to each other. I know that the open meetings law says that, you know, there are certain things but I think that that is more when you have a voting body, someone's going to actually be voting. You are, we are a fact finding, we're going to come up with a report, we're not voting anything out of here at all. So, I think that some of the concerns that we have, if there's any doubt please send it to me and I will make sure if I have to personally send an email individually to each one of you to get out information I'll be glad to do that. I've worked with many other committees to help them put together reports without violating any laws, I'm not going to let you do that, I'm not going to, you know, let that happen. So, I don't want you to be that nervous that two people can't talk, you can talk to each other.

VICE-CHAIRWOMAN WOOD: Okay, that's really good to hear, Anna.
Thank you.

MS. STETSON: Yeah, so.

MS. COLLINS: It's been a bit of a roadblock.

VICE-CHAIRWOMAN WOOD: Yeah.

MS. STETSON: You know, the thing is that, you know, you're not going to come up with a discussion like we're having here but you know what if you need to put your agenda together then I don't see that there's a problem with that. We're not voting on anything so you're not really, you know, the problem is that, you know, they want to make sure that nobody's vote is being changed or what is that discussion that's going on and things like that so.

MS. CARDILLO: But if I need to share information with Felicia, if I want to send her a link to something so that she can view that as an example of something.

MS. STETSON: Yeah, I think one of the –

MS. CARDILLO: I can feel free to do that?

MS. STETSON: She's on the same committee?

MS. CARDILLO: She's on my sub-committee.

MS. STETSON: On the same sub-committee, yeah I would think that, you know, you could share it with her, but then she doesn't – she –

MS. INGRAM: I can't like –

MS. STETSON: -- you're not going to go back and forth with it, just don't go back and forth with it. She has it, let her take a look at it and move it that way. But outside of your sub-committee that information should come here. But, again going back to the website if you put it there it's perfect because everybody can see what's going on with everyone else, you know.

MR. ROCHA: So, I just forward it to the Chairperson and the Chairperson can spread it to everyone or the site.

MS. STETSON: Right.

VICE-CHAIRWOMAN WOOD: How do we get stuff posted to the website? We give it to you who gives it to –

MS. STETSON: To the webmaster.

VICE-CHAIRWOMAN WOOD: -- Paul?

MR. DICECCO: Well, right now it's a blank page so.

VICE-CHAIRWOMAN WOOD: Right, but what's the – how do we get it to you? Do we have to go through John –

MR. DICECCO: Yeah, you have to email it to me.

VICE-CHAIRWOMAN WOOD: -- who then –

MR. DICECCO: Well, I don't what the rules are, like the open meetings.

VICE-CHAIRWOMAN WOOD: Okay.

CHAIRMAN MARION: Okay.

VICE-CHAIRWOMAN WOOD: I had a question that came from a couple of people in the public and it's not really, I don't think it's what we do as this commission but I just wanted to throw it out there. They said oh, you're doing this open government commission, we are upset that we don't think the Board of Licenses is operating in an open way.

MS. STETSON: Mmm hmm, I've heard that, I agree.

VICE-CHAIRWOMAN WOOD: And what are you going to do about it? And I said well, it's good to know. So, what would we do with a question like that from the public about they say well, they're not meeting in public? They, the assertion was from the people said that, you know, they make decisions in private, they never post anything. Like why aren't they adhering to open – open government rules.

MS. STETSON: Well, they could go to the Secretary of State's Office with that claim and let the Secretary of State's Office be aware of that. There are some, I don't want to get into anything that's going on, but the Board of Licenses, there are some departments here that are very antiquated and, you know, sitting here listening to you and it probably might be a good idea for maybe the committees take a visit, I can give you a couple of different departments that you can just go take a peek at, go sit in on some of the meetings to see how antiquated they are.

Paperwork everywhere, our Retirement Office is, you can't even see the person ahead of you, I mean it's just files and files and files. They're –

CHAIRMAN MARION: I –

MS. STETSON: -- very important papers. The Board of Licenses is, you know, there are a lot of things that I have concerns, you know, as the Clerk here, my charge is with the Council, but you know, as the Clerk, keeper of records, some of the things that are down there, you know, it's very concerning. And they really need to be able to, you know, they need technology to be able to help them. And Jim, you see this with your own eyes too. So, you know, there are some departments here that really –

VICE-CHAIRWOMAN WOOD: But people should lodge a complaint or a concern with the Secretary of State?

CHAIRMAN MARION: Actually, the Attorney General.

VICE-CHAIRWOMAN WOOD: Or the Attorney General's Office.

CHAIRMAN MARION: Yeah, I got that same and I bet it's from the same people.

VICE-CHAIRWOMAN WOOD: Yeah.

CHAIRMAN MARION: I get those literally all the time. If you google open government in Rhode Island you get me and my email address. And so –

VICE-CHAIRWOMAN WOOD: I mean, it's relevant knowing and it will probably come up at the public hearing –

MS. COLLINS: It's better accountability.

VICE-CHAIRWOMAN WOOD: And it is. And we might want to put it into our report, to your point Allan about, there needs to be someone who has ownership of this going forward, does there need to be somebody who at city government level is a point person who you go to and you say open government is not being kept open. You've got these rules but they're not being followed by

some committees or boards. I don't know. But, if it's the AG's office for then I can –

MR. TEAR: Are you suggesting that that person should be the head of the Board of Licenses.

(Laughter)

CHAIRMAN MARION: Do we have a motion to adjourn?

MR. TEAR: Yeah, a motion to adjourn.

MR. SPECK: Second.

ADJOURNMENT: On the motion of Mr. Tear, Seconded by Mr. Speck it is voted to adjourn the meeting at 7:13 o'clock P.M.

City Clerk

Assistant Clerk