

**Science, Technology and Innovation Commission
Milpitas City Hall Committee Conference Room
Regular Meeting Minutes
August 15, 2022**

1. Call to Order

Chair R. Choudhury called the meeting to order at 7:00 PM, August 15, 2022

2. Pledge of Allegiance

Commissioners recited Pledge of Allegiance

3. Roll Call

Members Present

R. Choudhury, A. Alcorn, A. Bao, and K. Le

Staff Present

IT Director D. Nam

Staff Absent

Assistant City Manager A. Kantak, and Acting IT Manager V. Chand

Council Liaison Absent

Mayor R. Tran

Members Absent

G. Hass, N. Lalani, A. Mukherjee, and P. Mehta

4. Seating of Alternates

5. Approval of Agenda

Motion to approve August 15, 2022, Agenda

Motion/Second: A. Alcorn/K. Le Ayes: 4

6. Approval for Meeting Minutes

Motion to approve June 20, 2022, Regular Meeting Minutes

Motion/Second: A. Bao/A. Alcorn Ayes: 4

7. Public Forum

8. Announcements

a. New Commissioner Introduction

- Staff introduced a new commissioner, Amrita Mukherjee.

b. Commissioner Announcements / Updates

- A. Alcorn made an announcement regarding his attendance at the groundbreaking ceremony for the Milpitas Unified School Districts Innovation Center where the construction is in progress. He volunteered to be the liaison from the commission to the school board. He will provide regular updates.
- R. Choudhury mentioned that he put together a presentation for comprehensive Internet connectivity within the City of Milpitas.
- Staff requested commissioners to provide updates for work plan items they are assigned.

9. Business Items

a. Work Plan Update

- i. Goal 1: **Digital Inclusion Strategy** – Owner/Co-Owner: K. Le/A. Pandey
 - a. K. Le provided update to the commission regarding the survey data collected and considers this work plan item completed.
- ii. Goal 2: **Smart City Initiatives** – Owner/Co-Owner: R. Choudhury/K. Le
 - a. K. Le and R. Choudhury discussed multiple presentations that were made this year to the commission. The consensus was that this work plan item would be carried over to next year's work plan.
 - b. Staff also provided updates on other new technologies being utilized by the City of Milpitas.
- iii. Goal 3: **IT Technology Projects** – Owner/Co-Owner: A. Bao/A. Alcorn
 - a. A. Bao and A. Alcorn discussed the cyber security presentation.
 - b. Staff discussed the Milpitas.gov domain transition report, IT project plan, email security product ratings and support on going IT improvement projects that were provided to the commission.
 - c. A. Alcorn requested high-level information on city's systems and connectivity implementations.
 - d. The consensus was that this work plan item would be carried over to next year's work plan.

Receive and File:

A. Alcorn/A. Bao

Ayes: 4

b. Comprehensive Internet Connectivity Plan

- i. R. Choudhury provided a presentation for the comprehensive Internet connectivity within the City of Milpitas which was requested by Major R. Tran.

Receive and File:

A. Alcorn/K. Le

Ayes: 4

c. Commission Meeting Frequency

- ii. 2022 schedule: AUG, OCT, DEC
- iii. 2023 and forward: FEB, APR, JUN, SEP, NOV, DEC

Receive and File:

A. Bao/A. Alcorn

Ayes: 4

10. Discussion of Future Items

- A. Alcorn requested testing of the hearing aid system in the committee room when system is ready.
- The commission finalized new work plan goal names with staff direction.

11. Liaison Reports

- Mayor Tran Report
- City Staff Report

12. Adjournment

Meeting adjourned at 8:00 PM, Monday, August 15, 2022