

Allegheny County Council

*County of Allegheny
436 Grant Street
Pittsburgh, PA 15219
Phone (412) 350-6495
Fax (412) 350-6499*



Committee Meeting Minutes

Tuesday, March 31, 2009

5:00 PM

Conference Room

Executive Committee

*Charles Martoni, Chair; Joan Cleary, John DeFazio, Vince Gastgeb,
and Jan Rea*

I. Call to Order

Summary: *The meeting was called to order at 5:00 PM*

Invited Guest:

Jay Resio, President, MyGov365

Summary: *Invited guests in attendance: Mr. Resio*

Recognized attendees: John Rushford, Counsel for County Council

Council staff in attendance: John Mascio, Jennifer Liptak, Jared Barker, and Joe Catanese

II. Roll Call

Roll Call: Present: Vince Gastgeb, Jan Rea, Chuck Martoni, and Bob Macey
Absent: Joan Cleary, and John DeFazio

III. Approval of Minutes

4739-09 Motion to approve the Minutes of the August 19, 2008 Executive Committee meeting.

Action: **A motion was made by Council Member Rea, seconded by Council Member Gastgeb, that this matter be Passed. The motion carried unanimously.**

IV. Agenda Items**Motion**

4634-09 Motion of the Council of Allegheny County approving an Allegheny County Council Policy Governing Access to Public Records.

Sponsors: Chuck Martoni

Summary: *Mr. Rushford provided the committee with a summary of the bill. He said that the Motion would authorize and approve a Right-to-Know policy for Allegheny County Council. He further stated that The Right to Know Act authorizes - but does not require - local agencies to adopt Right to Know policies. He said that the Chief Executive and County Manager have, however, elected to adopt a Right-to-Know policy that applies solely to the County's Administrative Departments.*

He said that the policy that would be approved for Council by this motion is virtually identical. The policy itself designates the Chief Clerk as the Council's Open Records Officer, describes the duties of the Open Records Officer, and specifies the mechanics of making and responding to an Open Records request. The policy also establishes a fee schedule for photocopies made pursuant to Open Records requests.

Ms. Liptak distributed copies of the County's current retention schedules. She informed the committee that this office will be developing a more current retention schedule which would be more reflective of this office.

Mr. Mascio said that he spoke with Susan Hartman, who heads the Local Government Records Section, Bureau of Archives and History in Harrisburg and that he was advised that Council's retention schedule should be very specific in regards to audio recordings of Committee meetings. She recommended that these audio recordings be retained until the minutes of the meetings are approved, after which, they may be destroyed. Mr. Mascio said that he was going to make sure that is included in Council's retention schedule. There was no disagreement among the committee members regarding this.

Mr. Gastgeb questioned the imposition of fees for copies of records and asked whether those fees should be set by Council. Mr. Mascio and Ms. Liptak explained that those fees were already in existence prior to the creation of this Council, and that the County currently uses this fee structure.

Mr. Mascio and Ms. Liptak informed the Committee that Council will continue to use the current County Retention Schedule until the Law Department completes an updated version. At that time, Council's Senior Staff will review the Administration's new Retention Schedule and will make additions or deletions to reflect Council's operations and processing of various records and documents.

Action: **A motion was made by Council Member Rea, seconded by Council Member Gastgeb, that this matter be Passed. The motion carried unanimously.**

Discussion Topic:

1. MyGov365 - A Program which would assist County Council in gathering constituent feedback.

Summary: *Mr. Resio distributed a document (on file) to the Committee which contained a written overview of the project. He also distributed a hard copy of a power point presentation (on file) which contained a detailed description of the project. Mr. Resio provided the Committee with a detailed page by page explanation on the contents of the power point presentation.*

He said that MyGov 365 is a social media platform which would bridge communication gaps between citizens, government, and political professionals. He said that it would provide a single, comprehensive destination to access relevant information on politics, civics, and government. He said that it would also contain a suite of powerful tools to engage constituents and stakeholders, creating a feedback loop to enhance legislative and civic process on all levels of government: local, state, and federal.

He requested Council to approve a mechanism by which his program can obtain data on all of Council's legislative actions. Ms. Liptak asked him what the arrangement was with the City of Pittsburgh. He said that they just agreed to it. Ms. Liptak said that she thinks that the County's Division of Computer Services would want to see some type of written agreement describing this. The Chair agreed. Mr. Resio said that he will provide the committee with that.

Ms. Rea asked him if there would be any cost to the county for use of this service. Mr. Resio said that there would not be.

Executive Session - Personal Matters

Summary: *The Committee conducted an Executive Session to discuss Personnel matters.*

V. Adjournment

Summary: *The meeting adjourned at 5:45 PM*