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Office of the City Clerk, City of Los Angeles

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**Council File Number**

[03-2338](#)

**Title**

VIDEO CONFERENCING SYSTEMS

**Subject**

Motion - The City of Los Angeles is one of the largest, most culturally diverse and geographically dispersed cities in the country. Nearly 4 million Los Angeles residents speaking 92 languages live and work in 97 neighborhoods located across 472 square miles of hills and valleys. Travel during peak times is often slowed by freeway congestion, mass transit difficulties, and other transportation-related issues. These challenges often make it difficult for City residents to visit City Hall and communicate with the City Councilmembers regarding issues pending before the City Council. Widely used, low-cost technology at key locations could help bridge this communication gap. Installation of video conferencing systems, fax machines, and personal computers at fixed locations throughout the City would give City residents more opportunity to testify on pending matters from a location much closer to their homes. If implemented properly, a video conference based system will complement ongoing efforts to bring City government closer to City residents using modern technology. Prior to implementing this technology, certain issues will need to be addressed by City staff to ensure that all legal mandates (e.g, Brown Act requirements, translation services, etc.) are fulfilled and that all staffing and training issues are clarified. Once these issues are addressed, however, the City should proceed to expedite implementation of these systems at a minimum of six locations throughout the City, with at least three of those locations in the San Fernando Valley and one in the Harbor area, to further improve the delivery of City services to the community. THEREFORE MOVE that the City Council instruct the City Clerk and the City Administrative Officer, with the assistance of the Chief Legislative Analyst and the Information Technology Agency, to report to the City Council within 30 days, with recommendations to initiate implementation of video conferencing systems at six fixed locations in the City to allow City residents to testify from those remote locations on all matters pending before the City Council. The staff report should address all legal and operational matters related to implementing such systems including, but not limited to, all public notice requirements, translation service, SAP, staffing, and training requirements; and include a list of proposed locations and funding recommendations for the immediate implementation of these systems.

**Last Change Date**

07/21/2005

**Mover**

GREIG SMITH

**Second**

JANICE HAHN

**Archive History**

- 10-24-03 - This day's Council session
- 10-24-03 - Ref to Information, Technology and General Services and Rules and Elections Committee
- 10-24-03 - File to Information, Technology and General Services Committee Clerk
- 11-25-03 - For ref - Transmittal from the Information Technology Agency relative to developing recommendations to implement video - conferencing systems at multiple fixed locations in the City to allow residents to testify from those remote locations on all matters pending before City Council.
- 11-26-03 - File to Rules and Elections Committee per Information Technology and General Services Committee Clerk letter
- 3-18-04 - For ref - Communication from the City Clerk relative to a status report regarding the implementation of videoconferencing systems at various City facility locations to permit public testimony from remote locations during City Council meetings on matters pending before the Council.
- 3-18-04 - Ref to Information Technology and General Services, Rules and Elections, and Budget and Finance Committees - to Information Technology and General Services Committees Clerk

11-2-04 - File to Budget and Finance Committee Clerk

7-13-05 - Council Action - Rules and Elections and Budget and Finance Committees report ADOPTED to:

1. AUTHORIZE the Information Technology Agency (ITA) and the City Clerk to implement a pilot project to provide videoconferencing of City Council meetings at the Van Nuys City Hall, with initial implementation to be at the Marvin Braude Constituent Services Center until the Council Chamber at the Van Nuys City Hall is opened.
2. AUTHORIZE the ITA and the City Clerk to expand the pilot program to a second and/or multiple sites after the initial 60 day pilot.
2. INSTRUCT the ITA and the City Clerk to report back to the Council 120 days following implementation of the pilot, on the status of the videoconferencing pilot project.

7-13-05 - Council Action - Information Technology and General Services Committee report ADOPTED to:

1. INSTRUCT the Information Technology Agency (ITA), with the assistance of the City Clerk and City Attorney, to implement a pilot videoconference project at two remote sites, e.g., Van Nuys City Hall (Marvin Braude Building) and San Pedro City Hall, and connected to a third site, the Council chambers, for a 60 to 90 day period and determine staffing, training needs and other issues related to how the system will be supported.
2. AUTHORIZE the development of a partnership with a telecommunications service provider such as SBC to support the equipment and connectivity required for a videoconferencing pilot project, and to quickly implement a pilot project at minimal cost to the City.
3. INSTRUCT the City Clerk and ITA and REQUEST the City Attorney to continue to work in partnership to ensure that the implementation of videoconferencing between remote locations and the Council Chamber supports the process, rules, or protocols and policies established by the City Clerk for use of the videoconferencing system.

7-18-05 - File to Budget and Finance, Rules and Elections and Information, Technology and General Services Committee Clerks OK

7-21-05 - File in files