

August 22, 2023

R-13

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Recommendation to receive and file a presentation providing an update on the status of the new legislative management system, OneMeeting, formerly known as PrimeGov.

DISCUSSION

On October 19, 2021, City Council authorized the Office of the City Clerk to enter into a contract with Prime Government Solutions to obtain a software application to modernize the City's agenda and meeting management systems. The Office of the City Clerk in collaboration with Technology and Innovation, City Manager and Legislative staff have been diligently working towards the first phase of the project tentatively scheduled to Go Live on October 16, 2023.

Phase I will consist of the launch of a new public online portal to access meeting agendas, minutes, and recordings and a new voting system for members in the Civic Chambers. Once the transition to OneMeeting is complete, Legistar, the City's current meeting management system, will no longer be utilized for future meetings, but will continue to be used to access meeting records from past meetings until everything is successfully migrated to the new system.

In preparation for the transition, the Office of the City Clerk will conduct an outreach campaign including a webpage to provide updates, instructional videos and tutorials to assist the public navigate the new online portal leading up to the Go Live date. The webpage will also include additional materials for outreach including social media posts and flyers for community members to bring awareness to this transition.

TIMING CONSIDERATIONS

City Council action on this matter is not time sensitive.

FISCAL IMPACT

There is no fiscal impact associated with this recommendation.

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Page 2

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



MONIQUE DE LA GARZA
CITY CLERK

MD:mt

