



City of Jacksonville Beach

11 North Third Street
Jacksonville Beach, Florida

Council Briefing Notice

City Council

Monday, February 14, 2022

5:30 PM

Via Video Conference

City Manager Mike Staffopoulos will conduct a Council Briefing to update the City Council about ongoing items in the City. The Briefing will include, but not be limited to, the following topics

- A. Information Systems Restructure
- B. Strategic Plan Operational Plan
- C. Miscellaneous City Manager Items
- D. Future Briefing Topics
- E. Committee Assignment Report

This Briefing will be conducted using video technology. The City is providing options for public attendance at the Briefing as listed below. The public is not invited to speak or present on any matter or topic at the Briefing.

Council Members in attendance may include:

Mayor: Christine Hoffman

Council Members:	Georgette Dumont	Sandy Golding	Dan Janson
	Fernando Meza	Cory Nichols	Chet Stokes

Please note: Council members in attendance at this meeting may vary, according to their schedules.

INSTRUCTIONS FOR VIEWING AND/OR LISTENING

The following options are available to view and/or listen to the City Council Briefing:

1. **Hearing or speech impaired access.** Contact the agency using the Florida Relay Service at 1-800-955-8771 (TDD) or 1-800-955-8770 (voice).
2. **View and listen to a video of the briefing online.** Access the meeting by visiting the [YouTube Channel for the City of Jacksonville Beach](#).

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's Office at (904) 247-6299, no later than one business day before the meeting or by sending an email to CityClerk@jaxbchfl.net.



City of Jacksonville Beach • 11 North Third Street • Jacksonville Beach FL 32250

CITY COUNCIL BRIEFING TOPIC	
TO:	Michael J. Staffopoulos, City Manager
FROM:	Bill Rieger, Chief Information Officer
DATE:	February 14, 2022
SUBJECT:	Information Systems Restructure

BACKGROUND

The purpose of this item is to present the internal operations of the Information Services (IS) Department and how other departments leverage technology to support business processes. Specifically, assess the impact of technology deployed in all city departments and gauge the level of support the departments are receiving from the IS department. I conducted a SWOT (Strengths, Weaknesses Opportunities, and Threats) analysis of the operations of the department and have key recommendations relative to philosophy, staffing, team structure, IS support, and strategic planning. There are some strengths relative to system availability and uptime, disaster recovery, and cyber security. Also, there are some opportunities regarding partnership with other departments and business units that can make a difference in how the city leverages technology to advance its mission and provide services to the community. Ultimately, a restructure of the IS Department is being proposed to better serve internal business partners, and move to a more proactive operational model.

FINANCIAL IMPACT

Depending on the opportunities that are adopted, the financial impact will be provided once a strategic plan is presented.

COUNCIL DIRECTION REQUESTED

None - for informational purposes only.

ATTACHMENTS



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CITY COUNCIL BRIEFING TOPIC	
TO:	Mayor and City Council
FROM:	Michael J. Staffopoulos, City Manager
DATE:	February 14, 2022
SUBJECT:	Strategic Plan Operational Plan

BACKGROUND

The City's Executive Leadership Team (ELT) has been working to develop action items (projects and initiatives) to fulfill the Priorities, Goals and Objectives (PGOs) contained within the newly adopted Strategic Plan (Plan). The attached spreadsheet is our proposed starting point to implement the Plan, and is referred to as our Strategic Plan Operational Plan (OP).

The OP spreadsheet is comprised of four tabs, one for each Priority of the Plan. You will note one or more action items underneath each PGO as listed. To the right of each Priority matrix is a Gantt chart, graphically displaying the proposed start, end and duration of each action item. Please note: ***this is ELT's best assumptions on time frames, based on preliminary discussion of each action item for scope, resources needed/available, and prioritization.*** There is a high probability that numerous action items will need adjustment in real time as further vetting occurs.

This item will be discussed at the February 14, 2022 Council Briefing. This information is being provided to you well in advance for you to have a better understanding of our proposed actions, and ask questions of Administration or staff prior to the Briefing. Should you have any questions, feel free to call me.

FINANCIAL IMPACT

None - for informational purposes only.

COUNCIL DIRECTION REQUESTED

ATTACHMENTS

1. Operational Plan Executive Summary January 2022

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