

Information Technology Advisory Committee

May 20, 2024 4:30 – 6:00 p.m.

Microsoft Teams Meeting



Meeting Notes

Call to Order: 4:35

Present	Seat	Name	Present	Seat	Name
x	St1	Yenni Wong		S1	Micah Mato
x	St2	Rafael Brewer	x	S2	Brian Vance
x	St3	Jackie Lam		S3	MaryEllen Rose-Witt
x	C1	Elizabeth Bacon	x	S4	James Brock
	C2	John Mitchell		S5	Lynne Carveth
x	C3	Ben Maldonado		S6	Kiana Harris
	C4	Josh Caldwell		S7	Jennifer Nedeltchev
x	C5	Marissa Mierow	x	S8	Keith Jasman
	C6	Jake Zimmer		SA1	Taha Roba
x	C7	Maryanna (Nan) Krafft	x	SA2	Sidney Ross
x	C8	Lyndsay Wilhelm			
	CA1	Andrew Peterson			
	CA2	Alvin Nance			
	Chair	Ben Maldonado	x	Co-Chai	Elizabeth Bacon
		Other Staff: April Mardock, Debra Knickerbocker, Jay McSweeney, Judie Jaeger, Aishah Bomani			***Key: (C) Community, (St) Student, (S) SPS Staff

- A committee member motioned to approve the May 20, 2024 ITAC Agenda. The motion was seconded and passed unanimously.
- A committee member motioned to approve the April 22, 2024 ITAC meeting minutes. The motion was seconded and passed unanimously.

Budget

Mr. Del Valle went over the budget. One of the budget items you’ll see is travel in support of the A.I roadmap.

eForms BAR

Mr. Del Valle discussed the BTA V eForms contract. The BAR will go in front of the BAR next month to establish an official contract Carahsoft Technology Corporate for the DocuSign Enterprise Edition Platform. Marissa asked if the eForms contract take place of current contracts we have. Mr. Del Valle stated this contract will cover the entire district’s DocuSign use. Ben asked if there is an automated process to follow up in DocuSign and what metrics do we have to see how impactful DocuSign has been. Mr. Del Valle answered within the DocuSign dashboard we have metrics that show how much it’s being used. He also explained the accessibility and different tools within DocuSign that help with reminders.

City Of Seattle Access Study

City of Seattle Digital Equity Manager David Keyes discussed the Technology Access and Adoption Study. There were 4,197 completed surveys from February to April 2023 in 8 languages. Mr. Keyes and committee members discussed the presentation and survey.

Meeting adjourned at 5:30PM.