

# Memorandum



CITY OF DALLAS

DATE February 21, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item #50: Authorize A Two-Year Cooperative Agreement For City Employee Software Training**

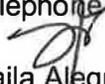
The Office of Innovation (“Innovation”) helps the City tackle civic challenges. Our vision is to empower data-driven solutions, design human-centered services and experiences that work for all people and streamline processes across the city ecosystem to save both time and financial resources.

In the FY19-20 Adopted Budget, Innovation was tasked with accelerating the use of data and innovation across the organization, in line with the City Council’s priorities. One of the highlighted initiatives was the launch of the Data Academy, a comprehensive employee data training program. Working in partnership with departments, nearly 250 employees were identified that work with data from 20% to more than 80% of an average work week. According to employees, the vast majority had no formal training for their data tasks.

Innovation encumbered funds in the previous fiscal year for training an inaugural cohort of 30 employees, designing curriculum content and executing a skills assessment for each participant. On the February 26<sup>th</sup> City Council Agenda, Innovation is requesting encumbrment of General Funds in the amount of \$248,506 for a period of two years for additional cohorts which will ensure all employees who work with data are trained. Employees in enterprise funded departments will self-fund their participation.

The Data Academy will upskill city staff, providing market-level skills and knowledge, enabling more complex analyses, increasing efficiency in reporting tasks, and driving data-based insights for city leadership and policymakers.

Should you have questions or concerns, please contact me at [laila.ale@dallascityhall.com](mailto:laila.ale@dallascityhall.com) or telephone # (214) 670-3390.

  
Laila Alequresh  
Chief Innovation Officer

cc: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (Interim)  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager

Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager  
Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Liz Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors