

**LOCAL LAWS
OF
THE CITY OF NEW YORK
FOR THE YEAR 2018**

No. 75

Introduced by Council Members Levin, Barron, Gentile, Ferreras-Copeland, Kallos, Palma, Johnson, Adams and Menchaca.

A LOCAL LAW

To amend the administrative code of the city of New York city, in relation to requiring the office of operations or another office or agency designated by the mayor to conduct a study regarding client information management systems

Be it enacted by the Council as follows:

Section 1. Subchapter 1 of Chapter 1 of the administrative code of the city of New York is amended by adding a new section 3-121 to read as follows:

§ 3-121 Client information management systems study. a. Definitions. For the purposes of this section the following terms have the following meanings:

Client information management system. The term “client information management system” means any electronic software used to collect, record, or manage information about social services that individuals may apply for or receive.

Office. The term “office” means the office of operations established pursuant to section 15 of the charter or any other office or agency designated by the mayor.

b. By December 31, 2018, the office, in consultation with the relevant agencies as set forth in this subdivision, shall complete a study regarding client information management systems. Such study shall include, but need not be limited to:

1. Assessments of efforts to update and integrate the client information management systems of agencies that provide social services to city residents, including but not limited to the department of social services, the department of homeless services, the administration for children's services, the department of education, and the department of housing preservation and development;

2. Strategies to help facilitate information sharing among such agencies so as to support improved inter-agency coordination of social services to city residents in a manner consistent with applicable laws and regulations, city and agency policies and technical requirements concerning the protection of individually identifiable information and student identifiable information;

3. Examination of how such agencies can use digital tools to interact with individuals served by such agencies, including but not limited to applying for social services, electronically uploading documents, reminders and updates by text message, electronic notification regarding available services, and potential technology investments;

4. Identification and recommendations of upgrades to client information management systems operated by the city and other governmental units that interact with client information management systems serving city residents; and

5. Recommendations of how the city can continue to monitor and evaluate existing client information management systems and updates to such systems in order to remain current in the use of technology to serve clients.

d. By March 30, 2019, the office shall report its findings and recommendations to the mayor and the speaker of the council. By March 30 of each subsequent year until March 30, 2022, the office shall submit to the mayor and the speaker of the council information detailing progress

made on the recommendations that resulted from such report and any additional relevant information as determined by the office.

§ 2. This local law takes effect immediately and remains in effect until March 30, 2022, after which this local law shall be deemed repealed.

THE CITY OF NEW YORK, OFFICE OF THE CITY CLERK, s.s.:

I hereby certify that the foregoing is a true copy of a local law of The City of New York, passed by the Council on December 19, 2017 and returned unsigned by the Mayor on January 22, 2018.

MICHAEL M. McSWEENEY, City Clerk, Clerk of the Council.

CERTIFICATION OF CORPORATION COUNSEL

I hereby certify that the form of the enclosed local law (Local Law No. 75 of 2018, Council Int. No. 1577-A of 2017) to be filed with the Secretary of State contains the correct text of the local law passed by the New York City Council, presented to the Mayor and neither approved nor disapproved within thirty days thereafter.

STEVEN LOUIS, Acting Corporation Counsel.