

WILL (Wichita Innovative Living Lab) Team Charter



This cross-cutting initiative will include seven people from different City Departments who will serve one year terms working in the Lab. In addition to the seven rotational members, the Lab will be chaired by a designated staff member from the IT Department and will not be rotational. The Lab will work in a democratic fashion, with every voice having an opportunity to be heard. WILL members will identify and reach consensus on their common goal and approach rather than looking to a leader to define these. Members will have skills and abilities that complement the lab's purpose. Not all members have the same skills, but together they are greater than the sum of their parts.

The Lab will provide thought leadership in change initiation, innovative and future technology implementation and use, and Smart City implementation. Where a technology based solution allows for process improvement the Lab will examine its potential and forward a recommendation on to World Café or Lean when applicable. The focus of this team will be in action and experimentation not in debate and discourse. WILL is empowered to initiate proof of concept projects with guidance from the CIO and City Manager. The Lab will be accountable for results but it is understood that not all initiatives will succeed. Wichita will not follow other Cities that have designated certain areas for implementation of Smart City technologies. Wichita will use a "Street Smart" approach and implement wherever proposed solutions are needed. This also ensures we are not creating digital "have and have-nots" in the implementation of proof-of-concepts.

Vision: The Wichita Innovative Living Lab seeks to provide innovative change for our residents to develop a Safe, Well-Run, Livable, Healthy, Prosperous, and Sustainable community

Mission: The Wichita Innovative Living Lab is a diverse group of forward thinking individuals. They are tasked by the City Manager to be agents of change within the City as an organization and within the community. WILL works to examine internal operating methods and the external needs of Wichita Citizens and provide new ideas that can bring change and positive impact.

Goals: The Lab will operate outside of normal departmental structure. The Lab will be agents of change and constantly work towards process improvement and internal and external change through the application of cross departmental skills, data, and analysis.

Process: While most government committees are born out of a need to provide communication or assistance to public leadership the Wichita Innovative Living Lab is an action committee.

While WILL provides assistance and guidance if requested they have been tasked with identifying and solving problems across the organization and the city without becoming mired in bureaucracy.

This team must have the latitude to function independently. The team should function within four quarters per year with specific goals that can be accomplished within each quarter. When situations arise that necessitate decisions where staffing resources or funding are an issue, the Chair will notify the CIO and a decision on using the existing project intake process will be made. If an issue arises which requires involvement from the City Manager, the Chair will notify the manager of the circumstance and relevant data so he can make a decision. This team will interact with and utilize the existing Lean team and World Café team when there is benefit to the process or in working through the idea generation process. Communication will be a critical function between these teams to ensure value is gained through collaboration.

Funding: It is vital that funding be considered in developing and continuing this team. A percentage portion of all savings through implementations will be placed into an innovation fund to be managed by the IT Department. This fund will be used to provide the fiscal requirements of projects if ROI exists and there are no funding opportunities through affected Departments. The WILL chair will be responsible for tracking and managing this fund with guidance from the CIO.