

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: June 6, 2023, 7:30 a.m. City Hall Board Room

Members Present: Lance Leonhard (C), Maryanne Groat, Gary Olsen, Kurt Gibbs, Chet Strebe, Jason Hake, Katie Rosenberg

Members Absent:

Additional Attendees: Wesly Yuds, Tami Coulson, Troy Krezine

1) Call Meeting to Order:

The meeting was called to order by Lance Leonhard at 7:30 a.m.

2) Public Comment – There was no public comment.

3) Approval of the Minutes of the May 2, 2023, CCITC Board Meeting

Strebe/Olsen moved/seconded to approve the minutes of the May 2nd meeting. **Carried.**

4) Educational Presentations and Board Discussion

- a) Consideration for changing Microsoft Office 365 licensing in 2024 – The proposed change would move licenses to E3 Licensing. It includes the mobile and security suites and could replace our existing mobile device management solution. Director Klein provided a detailed description of the license change and the potential advantages of this licensing model. Leonhard requested a report of actual green dollar savings as well as efficiency enhancements that the licensing would provide. Director Klein recommended that this be evaluated at the August board meeting.
- b) Preliminary discussions on 2024 operating budget – Leonhard discussed the 2024 budget concerns facing Marathon County. Director Klein went over year to year. The Board requested a list of budget assumptions from the members in July so that Carol and Gerry can draft a 2024 Board meeting for the August board meeting.
- c) Current Staffing status – Network Analyst position will be filled by our current contract employee, Cody Potz. Network Specialist position was filled by Jake Sonnentag from the City of Stevens Point. The Network team is now fully staffed. Currently interviewing for an intern on the PC Team. The Application Analyst was hired from North Central Health Care. A job will be posted for Heather Gidding's position.
- d) Facility lease between CCITC and Wausau – There is currently no written lease between the CCITC and the City of Wausau. Director Klein is working on a written lease.
- e) TDX Dashboard data review of time reporting – Director Klein reviewed ticket related data with the Board. Leonhard questioned what insight is gained from the reports. Director Klein also presented TDX data related to entity time usage.
- f) Workload and capacity concerns and options – Director Klein outlined the staff's current workload, upcoming projects and concerns that have been brought to management's attention. Director Klein provided a list of items that require CCITC attention but have not been addressed due to lack of staff time.

5) Operational Functions required by Statute, Ordinance, Resolution or Existing CCITC Policy:

- a) Discussion and possible action to approve Microsoft Workplace discount program – Leonhard cited the benefit to staff. **Olsen/Gibbs** moved/seconded to approve the Workplace Discount Program. **Carried.**
- b) Discussion on whether the board has an interest in CCITC looking at other intergovernmental work in the future. – At the present time the Board decided the shelf the idea given the current circumstances. CCITC does not have the capacity to pursue this currently.
- c) Discussion and possible action on Gartner Membership – Troy Krezine provided an overview of what the Gartner Membership would provide. The CCITC management

deemed the cost of the membership was too high considering the 2024 budget concerns.

- d) Recommendation to City Council, County Board, and NCHC Executive Committee to reappoint Chet Strebe to the CCIT Commission for a two (2) year term, expiring on May 31, 2025. **Rosenberg/Gibbs** moved/seconded to reappoint Chet Strebe as the citizen member, **Carried**.

6) Announcements

- a) Next meeting is July 11, 2023, at 7:30 am in the City Hall Board Room and via WebEx.

7) Adjournment:

Gibbs/Hake moved/seconded to adjourn. **Carried**. The meeting adjourned at 8:58 am.
/a/ Gary Olsen, Secretary