

## **CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)**

Date: February 6, 2024, 7:30 a.m. City Hall Board Room

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

Members Absent: Maryanne Groat

Additional Attendees: Dale Schirmacher, Gerard Klein, Wesly Yuds, Troy Krezine, Carol Langebehn

- 1) **Call Meeting to Order:** The meeting was called to order by Lance Leonhard at 7:31 a.m.
- 2) **Public Comment:** There was no public comment.
- 3) **Approval of the Minutes of the December 5, 2023 CCITC Board Meeting:**  
**Gibbs/Olsen** moved/seconded to approve the minutes of the December 5<sup>th</sup> meeting.  
**Carried.**
- 4) **Educational Presentations and Board Discussion**
  - a) TDX Dashboard Data Review – Wesly Yuds reviewed the data for the month of January with the Board. The data is consistent from month to month. The Board discussed the nature of after-hours calls, and some potential changes that may help reduce the after-hours call count.
  - b) Strategic Planning Process – Director Klein shared an early draft of the strategic plan and outlined the process that he plans to use to complete the plan. Director Klein asked the Board if they approve the Strategic Directions as presented. Director Klein reviewed the Strategic Directions and initiatives on the draft strategic plan. Leonhard requested the Board review the prior strategic plan before the next meeting.
  - c) Lease Update – The lease has been signed and approved at City Council.
  - d) Board Meeting Schedule – March & May – Director Klein has conflicts with those scheduled meetings. The March meeting will be rescheduled to the 12<sup>th</sup>. The May meeting be moved to the 10<sup>th</sup>
  - e) Project Updates
    - Elected Officials Devices and Software – New Hardware is on order to be tested. CCITC is in the process of putting several requests together (meeting management) and trying to find a single solution. Currently evaluating Granicus to determine if it meets our needs. There are timing challenges to implement the Granicus solution. Troy Krezine recommends that the Granicus solution be further evaluated with departmental demos.
    - Workday Year End Reporting – The Board was updated on the challenges to complete year end filings for 2023.
- 5) **Operational Functions required by Statute, Ordinance, Resolution or Existing CCITC Policy:**
- 6) **Announcements**
  - a) Next meeting is March 12, 2024 at 7:30 am in the City Hall Board Room and via WebEx.
- 7) **Adjournment**  
**Strebe/Gibbs** motioned and seconded to adjourn. **Carried** The meeting adjourned at 8:02 am. /a/ Gary Olsen, Secretary