

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: May 14, 2024, 7:30 a.m. City Hall Board Room

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

Members Absent: Maryanne Groat, Doug Diny

Additional Attendees: Gerard Klein, Wesly Yuds, Tami Coulson, Dale Schirmacher

1) Call Meeting to Order: The meeting was called to order by Lance Leonhard at 7:33 a.m.

2) Public Comment: There was no public comment.

3) Approval of the Minutes of the April 2, 2024 CCITC Board Meeting: Gibbs/Olsen moved/seconded to approve the minutes of the April 2nd meeting. **Carried.**

4) Educational Presentations and Board Discussion

a) TDX Dashboard Data Review: Wesly Yuds reviewed the YTD data with the Board. No significant trends were identified. Leonhard requested a comparison to the previous year for the next Board meeting.

b) Staffing Update:

- Workday Analyst – Posted and will close May 29th.
- The Application Manager position is not posted at this time.

c) Project Updates:

- Adaptive Budget has been loaded to Workday. Budget vs Actual Reports can be run.
- CCITC will be providing some Workday reports training. Some Excel training will also be included in this training.
- Still waiting for information on Pinecrest transfer.
- Working on changes related to Mountain Bay Metro merger.
- Asset management system evaluations are currently underway.

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

a) Annual Election of Officers

- Lance Leonhard was nominated as Chairperson. **Olsen/Strebe** moved/seconded. Carried.
- Kurt Gibbs was nominated as Vice Chairperson. **Olsen/Strebe** moved/seconded. Carried
- Gary Olsen was nominated as Secretary/Treasurer. **Gibbs/Strebe** moved/seconded. Carried

b) Discussion and Possible Action on Director Workplan – Director Klein reviewed the Workplan with the Board. **Olsen/Gibbs** moved/seconded to approve the workplan. **Carried.**

6) Announcements

a) Next meeting is June 4, 2024 at 7:30 am in the City Hall Board Room and via WebEx.

7) Adjournment Motion by Gibbs/Olsen. Motion carried.