

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

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

Members present: Lance Leonhard (C), Gary Olsen, Kurt Gibbs, Doug Diny, Maryanne Groat, Chet Strebe

Members Absent: Jason Hake

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

- 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 July 2, 2024 CCITC Board Meeting: Olsen/Strebe** moved/seconded to approve the minutes of the July 2nd meeting. **Carried.**
- 4) **Educational Presentations and Board Discussion**
 - a) TDX Dashboard Data Review: Director Klein presented the Board with a Year-to-Date TDX ticket report. Self-service passwords resets will be implemented in September and should reduce the on-call hours related to password resets.
 - b) Organizational Change Update: Gerry presented the Board with two versions of the CCITC organizational chart. One plan is the current organizational chart, and the other is the proposed organizational chart. He outlined all the changes and the rationale for the reorganization. Chairman Leonhard suggested that the intergovernmental agreement be updated to clarify roles related to organizational changes and what types of personnel changes require board review or approval.
 - c) Budget vs Actual as of June 30, 2024
 - d) Preliminary 2025 Operating Budget
 - The chargeback model was reviewed with the Board.
 - 8% Health Insurance increase was the budget assumption
 - Dale Schirmacher outlined the potential impact of network related costs. We will be looking at alternative solutions.
 - Board members are interested in a model that includes replacement costs in the PC Support Charge for the 2026 Budget.
 - e) Work Plan Update
 - Director Klein reviewed the Work Plan's status.
 - f) Project Updates:
 - ERP Project – 2025 Budget Design in Adaptive is a top priority.
 - Grants will be worked on soon.
 - ADP will be implemented for quarterly and year-end tax filings.
 - Gravity will be implemented for budget book completion. Needs to be completed by October 1st for 2025 budgeting.
 - g) Crowd Strike After Action Update: Dale Schirmacher outlined the incident and CCIT's response. Lance Leonhard gave kudos to the CCITC staff for their response.
- 5) **Operational Functions required by Statute, Ordinance, Resolution or Existing CCITC Policy:**
 - a) Presentation and possible acceptance by Board of 2023 Audited Financial Statements: Jon Trautman presented the audited financial statements. He outlined the new GASB standards and their impact on the 2023 audit. He acknowledged that the report was delivered late and indicated that the report would be delivered by the end of May next year. **Olsen/Gibbs** moved/seconded to accept the 2023 audit as presented. **Carried.**
- 6) **Announcements**
 - a) Next meeting is September 10, 2024 at 7:30 am in the City Hall Board Room and via WebEx.
- 7) **Adjournment Motion by Strebe/Olsen Motion carried. 8:27AM**