

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: October 1, 2024, 7:30 a.m. City Hall Board Room

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

Members Absent:

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

- 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 September 10, 2024 CCITC Board Meeting:** **Olsen/Strebe** moved/seconded to approve the minutes of the September 10th meeting. **Carried.**
- 4) **Educational Presentations and Board Discussion**
 - a) TDX Dashboard Data Review: The Board received a report and Wesly Yuds reported that there is nothing unusual about the data presented in the report.
 - b) Project Updates
 - Adaptive Budgeting is wrapping up
 - Gravity implementation is in the training phases.
 - Single sign on: Looking at how to move forward, also considering changing password requirements.
 - Rapid 7 implementations have gone well. It has given us the ability to correlate multiple events to improve detection of security concerns.
 - Medical Examiner software contract has been signed.
 - c) Budget vs Actual Report: The Board reviewed the report with no questions.
 - d) Information Security Program Policy: Dale Schirmacher reviewed the Information Security Program Plan with the Board. He requested that the Board review the document, and it be up for approval at the next Board meeting.
- 5) **Operational Functions required by Statute, Ordinance, Resolution or Existing CCITC Policy:**
 - a) Discussion and possible action to add additional support for Riverside Fire District (Add PC support to our existing support for their mobile devices): Director Klein informed the Board of the current service provided. CCITC provided Riverside Fire a proposal to extend services to their office computer equipment. Director Klein asked the Board if there are any concerns about extending the additional support. Chairman Leonhard expressed concern as to whether it would impact partner services. He deferred to Director Klein. The Board discussed concerns on moving forward with the potential merger of SAFER and Riverside Fire Department. **Olsen/Strebe** moved/seconded to authorize Director Klein to enter a contract with a 90 day out clause if CCITC moves forward to provide services. **Carried.**

- b) Discussion and possible action to Approve 2025 Budget: Director Klein reviewed the potential cost savings that were considered. Director Klein reviewed the changes to the budget since the last Board meeting. Olsen suggested looking at ways to reduce software costs by looking for opportunities for cost savings. The Board requested an evaluation of costs to identify potential cost savings for 2026. **Olsen/Groat** moved/seconded to approve the budget as presented. **Carried.**
- c) Discussion and possible action approving changes to Intergovernmental Agreement and its associated Operating Agreement: Director Klein reviewed the documents and made updates to simplify and reflect current practice. These documents would need to be approved by the governing boards of each of the partner organizations. **Gibbs/Olsen** moved/seconded to approve the Intergovernmental Agreement and Operating Agreements and have them approved by the governing boards. **Carried.**
- d) Discussion and timeline regarding process to be employed for the Director's annual review. Chairman Leonhard informed the Board that he will be sending the review for to the Board members today and requested that the documents be returned to him by the end of October.

6) Announcements

- a) Next meeting is November 5, 2024 at 7:30 am in the City Hall Board Room and via WebEx.

7) Adjournment Motion by Diny/Olsen Motion carried. 8:38AM