

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

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

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

Members Absent:

Additional Attendees: Dale Schirmacher, 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 December 6, 2022, CCITC Board Meeting

Gibbs/Strebe moved/seconded to approve the minutes of the December 6th meeting.
Carried.

4) Educational Presentations and Board Discussion

- a) Status of Current Staffing – Three jobs were posted. Two offers were extended for the Network positions and both offers were rejected. One position was filled with an internal promotion and a contractor will be used to fill the other need until a position is posted later. An internal promotion filled the Application Analyst Specialist position. A Help Desk position will be posted this week.
- b) Report on how Varonis tool has improved security in 2022 – Varonis is primarily a data classification product. Dale Schirmacher gave a presentation outlining the product and the amount of data we are protecting. The presentation highlighted security metrics.
- c) Project Updates:
 - ERP Update – The payroll process issues seem to be resolving. Consultant is on site this week. There are additional interfaces to be written. The budgeting module set-up is just kicking off and Prism, a third-party reporting tool is being implemented. These projects should wrap up in June. The Board discussed the impact of this project on employee workload and identified the need for staff to get back to a more normal work life balance. The Board decided to push back priority-based budgeting to 2025.
 - Team Dynamix – This project began in Spring of 2022. The foundation is in place. This product addresses project portfolio management, project management, and IT service management.

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

- a) Discussion and possible action reviewing current work plan and establishing any changes in priority - The Board requested a change in the format of the workplan. Less columns that include the name of the project and notes on progress. Director Klein will revamp the report for the next Board meeting.
- b) The Commission may consider a Motion to Go into Closed Session pursuant to §19.85(1) (c) Wis. Stats. to consider compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, namely: the Director. **Gibbs/Olson moved/seconded. Roll Call Vote Carried**
- c) Motion to Return to Open Session Strebe/**Gibbs** Moved/Seconded **Carried**. Returned to open session **at 9:05 am.**
- d) Possible Announcements or Action Resulting from Closed Session – Olson/Gibbs motioned to Approve disbursement of previously (December 2022) approved performance payment for CCITC Director from CCITC salary budget at next payroll cycle. Motion carried unanimously

6) Announcements

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

7) Adjournment

Strebe/Gibbs moved/seconded to adjourn. **Carried.** The meeting adjourned at 9:10 am.
/a/ Gary Olson, Secretary