

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

Date: November 1, 2022, 7:30 a.m. City Hall Board Room

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

Members Absent:

Additional Attendees: Dale Schirmacher, Wesly Yuds

### **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 October 4, 2022, CCITC Board Meeting**

**Rosenberg/McBain** moved/seconded to approve the minutes of the October 4<sup>th</sup> meeting.  
**Carried.**

### **4) Educational Presentations and Board Discussion**

#### a) Project Updates:

- Election System - Director Klein gave a brief update on election system concerns that arose on 10/28/22. On 10/31/2022 Director Klein participated with County Clerk and Corporation Counsel in statewide call with the Wisconsin Elections Commission to discuss a timely new concern about the publishing of IP addresses of elections equipment. Marathon County's version of ES&S system does not publish the IP addresses as some other systems do, so Marathon County's risk is not at as high a level as some other counties.
- ERP Update – The project is about to finish the first 4-week cycle of parallel payroll. We had a rough start but now have made the needed progress. We are above the 95% target level of accuracies. We start the 2<sup>nd</sup> payroll cycle on 11/7/2022. It appears likely that we'll meet the targets for the approval of moving to the Gold build. The project's next big risk is the engagement of staff to update job aids and to commit to scheduling and running the training sessions for staff, Finance and Manager training. The project is causing a lot of staff stress from workloads evidenced by two resignations within the County staff.
- Staffing Update – Director Klein notified the Board of a 12/30/2022 retirement within the network team that has been planned and expected. We will then have three open positions that need to be filled.

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

#### a) Insurance Policies Renewal – Update on Broker Change

Director Klein is recommending a change of insurance brokers to Gallagher based on his experience with Gallagher last December/January during the difficult cyber insurance renewal process. Gallagher has internal expertise on cyber insurance, and they are also the broker for NCHC. Since we would be going to market for cyber with both NCHC and CCITC, there could be synergies and a lowering of perceived risk by the carriers. The Board left the decision with the operational jurisdiction of the Director and positively acknowledged the value of the two attributes identified.

#### b) Discussion and Possible Action to Implement New Classification and Compensation Plan

Director Klein explained his methodology for implementing the new classification and compensation plan. He reviewed the memo detailing the approach. Administrator Leonhard mentioned that we may want to stall on the August performance cycle

increases until we understand the 2024 budget approach. He also explained the County's implementation plan. **Olson/McBain** moved/seconded to approve the implementation plan. **Carried**

- c) 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. **Olson/ Gibbs** moved/seconded. **Roll Call Vote Carried**
- d) Motion to Return to Open Session [**McBain/Gibbs** Moved/Seconded **Carried**]
- e) Possible Announcements or Action Resulting from Closed Session  
**Olson/Strebe** moved/seconded to approve appraisal document and directed Chair Leonhard to meet with Director Klein.

## 6) Announcements

- a) Next meeting is December 6, 2022, at 7:30 am in the City Hall Board Room and via WebEx.

## 7) Adjournment

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