CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)
Date: June 7, 2022, 7:30 a.m. City Hall Board Room
Members Present: Lance Leonhard (C), Thomas Boutain, Kurt Gibbs, Maryanne Groat, Chet Strebe,
     Mort McBain. Katie Rosenberg
Members Absent: none
Additional Attendees: Dale Schirmacher, 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 May 3, 2022, CCITC Board Meeting**
   Strebe/Rosenberg moved/seconded to approve the minutes of the May 3rd meeting. **Carried**.

4) **Policy Issues Discussion and Potential Board Determination**

5) **Operational Functions required by Statute, Ordinance, Resolution or Existing CCITC Policy:**
   a) **Work Plan Update –** Director Klein reviewed the current status of assignments from the Work Plan (12/2021-7/2022). He highlighted the current status of each item. The ERP project is on schedule. There is concern about burnout and the team received recommendations from other entities that we should implement incentive payouts. Leonhard, Groat and Rosenberg supported the approach. Leonhard asked if we had a projected date for a new board performance dashboard. Klein estimated September at the earliest. MFA has wrapped up except that we are trying to move elected officials to using the app on their personal phones which provides a smoother experience for the process. The Team Dynamix schedule was reviewed (July/August for the first two pieces). There was a lot of work updating job descriptions and providing Position Description Questionnaires. Klein went through the rest of the projects using the provided handout.

6) **Educational Presentations and Board Discussion**
   a) Staffing Update:
      a) Security Positions – Two positions have been filled. Bryan Johnson was promoted, and a local person hired.
      b) Network position is open.
      c) Project manager position is open.
      d) Application analyst position is open
   b) Security Program Update – Schirmacher provided a description of what a SIEM (security event monitoring) is and what a SOC (security operations center) provides. Technically we have a SIEM, but its functionality is incomplete and without the SOC service to respond, it is ineffective. We are asking for 2023 funding for this.
   c) Capital Project Requests – Detail was provided in the packet and Klein reviewed the submissions at a summary level
   d) City and County website project – Krezine said that the contract has one last final set of changes and is back with Granicus.

7) **Announcements**
   a) Next meeting is scheduled for July 5th but will likely be rescheduled.
8) **Adjournment**
   Rosenberg/McBain moved/seconded to adjourn. **Carried.** The meeting adjourned at 8:45 a.m.
   /a/ Tom Boutain, Secretary