

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

Date: August 3, 2022, 7:30 a.m. City Hall Board Room

Members Present: Lance Leonhard (C), Thomas Boutain, Kurt Gibbs, Chet Strebe, Mort McBain. Katie Rosenberg, Maryanne Groat

Members Absent:

Additional Attendees: Dale Schirmacher, Wesly Yuds, Tami Coulson, Troy Krezine, Brian

### **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 July 13, 2022, CCITC Board Meeting**

**McBain/Gibbs** moved/seconded to approve the minutes of the July 13<sup>th</sup> meeting.  
**Carried.**

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

a) Preliminary 2023 Operating Budget – The Board received a document summarizing the 2023 operating budget. Director Klein reviewed the document with the Board providing details of the budget increases for 2023. Representatives from each entity discussed health insurance increases and salary adjustments for 2023. Leonhard suggested leaving 5% budget salary adjustments for 2023 at this time. Director Klein reviewed the direct expense increases for 2023. Schirmacher explained the costs associated with each type of Microsoft license. McBain indicated North Central Health Care's preference for the alternative allocation method. The Board requested the budget be presented at the next meeting using the three-year average.

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

- a) 2012 Server Decommissioning. Director Klein refreshed the Board on the presentation at the last Board meeting. The Board reviewed a document that identified the servers by entity. The list included servers to be discontinued, upgraded, and noted if servers were shared by the entities. CCITC staff will work with departments to determine if any of these servers can be decommissioned.
- b) Applications that are currently shared between the entities and potential future opportunities to leverage a single software solution across entities. The Board reviewed a document that included those items. Director Klein elaborated on many of the items on the list.
- c) Project Update including:
  - a) ERP Update – There is frustration with the Collaborative consultants. There is some discussion around pushing back the go-live date from January 1<sup>st</sup> to April 1<sup>st</sup>.
  - d) Staffing Update – There is an accepted offer for an Application Analyst position. There are currently two open positions.

### **6) Announcements**

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

### **7) Adjournment**

**Gibbs/McBain** moved/seconded to adjourn. **Carried.** The meeting adjourned at 8:40 a.m.  
/a/ Tom Boutain, Secretary