

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: September 6, 2022, 7:30 a.m. City Hall Board Room

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

Members Absent: Mort McBain

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 7:32 a.m.

2) Public Comment – There was no public comment.

3) Approval of the Minutes of the August 3, 2022, CCITC Board Meeting

Gibbs/Strebe moved/seconded to approve the minutes of the August 3rd meeting.
Carried.

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

a) Request to change WebEx \$10,000 annual license chargeback methodology – Director Klein provided detail related to the annual costs of WebEx. CCITC signed a 5-year license deal at the beginning of COVID. This annual cost was being allocated based on the number of users per entity. North Central Health Care wants to move away from WebEx and use a different platform for most meetings. **Boutian/Gibbs** moved/seconded to allocate the cost of WebEx 1/3 to each entity beginning with the 2023 budget. **Carried.**

5) Discussion and Possible action on 2023 Operating Budget –Director Klein reviewed the 2023 budget highlights with the Board. **Gibbs/Groat** moved/seconded to approve the 2023 operating budget as presented. **Carried.**

6) Educational Presentations and Board Discussion

- a) Review YTD TrackIt tickets -Wesly Yuds reviewed a dashboard of ticket data. Leonhard requested further analysis of the data to identify areas for improvement.
- b) Discussion related to potential new opportunities. – ADRC -CW has issued an RFP for IT Services. Director Klein provided details of the potential to provide IT services. Director Klein recommended replying with a disclaimer that CCITC would not provide services until ADRC-CW was on the North Central Health Care Campus. The Board directed Gerry to move forward with a response.
- c) Project Update including:
- a) ERP Update – Director Klein updated the Board on the status of end-to-end testing. Parallel testing will begin in a few weeks. Director Klein outlined concerns about the timeline.
- d) Staffing Update – There are currently two open positions that CCITC has been unsuccessful in recruiting.

7) Announcements

a) Next meeting is October 4, 2022, at 7:30 am in the City Hall Board Room and via WebEx.

8) Adjournment

Gibbs/Rosenburg moved/seconded to adjourn. **Carried.** The meeting adjourned at 8:41 a.m.

/a/ Tom Boutain, Secretary