

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: November 2, 2021, 7:30 a.m. City Hall Board Room

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

Members Absent:

Additional Attendees: Troy Krezine, Jane Heil, Dale Schirmacher

1) Call Meeting to Order:

The meeting was called to order by Lance Leonhard at 7:31 a.m.

2) Public Comment – There was no public comment.

3) Approval of the Minutes of the October 15, 2021 CCITC Board Meeting

Strebe/Groat moved/seconded to approve the minutes of the October 15th meeting. **Carried.**

4) Policy Issues Discussion and Potential Board Determination

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

a) Discussion and Evaluation of Cost Allocation Model – The Board received estimated operating allocations for prior years based on the new proposed allocation model. The Board discussed the proposed allocation model and the clarity it provides in the allocation process. Chairman Leonhard requested that this model be presented in the next budget cycle with corresponding detail.

6) Educational Presentations and Board Discussion

a) Presentation and Board Input on Metrics Dashboard – Director Klein reviewed a current draft of the management dashboard and asked for Board input on items to be captured on this dashboard. The Board will receive the dashboard for further review and the discussion will continue at the next meeting.

b) Strategic Plan Update – The Board received updated Strategic Plan documents on each of the initiatives. Director Klein reviewed these with the Board.

c) Project Prioritization Report – The Board received a project status report. There were no questions on the report.

a) Resource Availability for the Next 15 months – Director Klein outlined the resource allocation for the upcoming projects.

d) ROLL CALL VOTE TO BEGIN CLOSED SESSION pursuant to Section 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility," to wit: Director Performance Review. **Gibbs/Boutain** moved/seconded to move to closed session. Roll call vote taken. **Gibbs/Boutain** moved/seconded to reconvene to open session. **Carried.** Chair Leonhard announced that no action was taken in closed session.

7) Announcements

a) Next meeting is December 7, 2021, at 7:30 am in the City Hall Board Room and via WebEx.

8) Adjournment

Rosenberg/Groat moved/seconded to adjourn. **Carried.** The meeting was declared adjourned at 9:05 a.m.

/a/ (Jill Meschke, Interim CEO), Secretary