CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)
Date: January 7, 2020 7:30 a.m. City Hall Board Room
Members Present: Robert Mielke, Lance Leonhard, Michael Loy, Thomas Boutain, Pat Puyleart
    (C), Kurt Gibbs
Members Absent: Maryanne Groat, John Tubbs
Additional Attendees: Julie Henrichs, Patti Kaiser, Dale Schirmacher

CALL THE MEETING TO ORDER:
The meeting was called to order by Pat Puyleart at 7:33 a.m.

1) **APPROVAL OF THE MINUTES OF THE NOVEMBER 5, 2019 MEETING**
   Mielke moved/Loy seconded to approve the minutes of the November 5th meeting.
   Carried.

2) **DISCUSSION AND POSSIBLE ACTION TO INCREASE THE PAY GRID BY 3%**
   Marathon County is increased their pay scales by 3% effective January 1st.. City County IT
   usually follows the Marathon County Personnel Policy so Director Klein recommended
   following the County and increasing CCIT's pay scales by 3%. **Mielke moved/Loy
   seconded** to approve the new pay grid as presented. **Carried**.

3) **DISCUSSION AND POSSIBLE ACTION ON VACANT SECRETARY POSITION**
   The retirement of Brad Karger left the secretary position open. The Board approved Lance
   Leonhard to take over secretary position.

4) **SECURITY ASSESSMENT UPDATE**
   Director Klein outlined the current security risk assessment. The Board had previously
   requested CCIT engage an outside vendor to assist with the assessments. Dale
   Schirmacher updated the Board on the status of vendor selection. Dale reviewed the pros
   and cons of three proposals. Based on the proposals Dale and Director Klein have selected
   Optiv.

5) **WINDOWS 7 ELIMINATION UPDATE**
   Windows 7 patching is coming to an end. There are 360 remaining Windows 7 PCs in need
   of replacement. Director Klein outlined the replacement plan. Extended support will be
   available for any computers that are not upgraded when patching ends. Current estimate is
   that about 60 PCs will require extended support.

6) **DIRECTOR'S REPORT**:
   a) Staffing Update –Bryan Johnson joined the network team the week December 20th
      Paul Simmonds joined the PC Tech team the week of December 2nd .
   b) Project Status Reports
      i. Assessment Project – Patti Kaiser updated the Board on the status of
         this project. This project has several outstanding issues that the
         vendor has not resolved. There are ongoing discussions regarding
         the status of this contract. Several Board member expressed concern
         about the amount of IT resources that have been invested in the
         Devnet and Vision contracts.
      ii. Land Records Tax Software – 2020 Tax bills were issued from the
          Transcendent software. There are minor issues that CCIT is working
          with the vendor to resolve. The non-metallic mining module is not live
          at this time.
      iii. 911– Frontier has been requested to install the CAMA trunks the 3rd
           week in January. It has been difficult to secure an install date.

4) **NEXT MEETING DATE, TIME AND LOCATION:**
   Next meeting is at February 4, 2020 at 7:30 a.m. in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned 8:42a.m.
/a/ Lance Leonhard Secretary