

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: April 7, 2020 7:30 a.m. City Hall Board Room

Members Present: Lance Leonhard, Thomas Boutain, Pat Puyleart (C), John Tubbs, Kurt Gibbs,
Michael Loy, Robert Mielke

Members Absent: Maryanne Groat

Additional Attendees: Dale Schirmacher, Julie Henrichs

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 FEBRUARY 4, 2020 MEETING

Tubbs moved/Gibbs seconded to approve the minutes of the February 4th meeting.
Carried.

2) DIRECTOR'S REPORT:

a) Update on COVID-19 Response – Director Klein's Power Point presentation outlined the response by CCIT including the following:

- i. Supporting working from home for our customers
- ii. Supporting elected bodies
- iii. CCITC staffing plan
- iv. Marathon County policy changes
- v. Next steps

1. Track budget overages as a result of COVID-19

b) Hiring Update: Teri Daigle started as a Help Desk Technician on March 30th. The programmer position has been posted.

c) Strategic Plan Update – 1st Quarter – Director Klein went over the status of the outcome measures.

d) Project Status Reports

- i. 911 Project – Live as of March 10th. There are additional steps that need to be completed such as working with Frontier to secure 4 additional CAMA trunks. This project is on track.

3) DISCUSSION AND POSSIBLE ACTION ON ACCEPTANCE OF MARATHON COUNTY'S COVID POLICY

Director Klein communicated to the Board that Marathon County leadership identified our staff as directly supporting both essential government and emergency responders. The Director also sought for and received an opinion from outside legal counsel that supported the same conclusion. The County created a COVID-19 policy that is on the Marathon County's website. The Board was informed that, if they did nothing, Marathon County's policy would apply. **Tubbs moved/Mielke seconded** to accept Marathon County's COVID Policy. **Carried.**

4) NEXT MEETING DATE, TIME AND LOCATION:

Next meeting is at May 5, 2020 at 7:30 a.m. in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned 8:15 a.m.

/a/ Lance Leonhard Secretary