

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: November 3, 2020 7:30 a.m. City Hall Board Room

Members Present: Lance Leonhard, Pat Puyleart (C), Michael Loy, Katie Rosenberg, Thomas Boutain, Kurt Gibbs, John Tubbs, Maryanne Groat

Members Absent:

Additional Attendees: Dale Schirmacher, Julie Henrichs, Jane Heil, Rick Abreu

1) CALL THE MEETING TO ORDER:

The meeting was called to order by Pat Puyleart at 7:32 a.m.

2) APPROVAL OF THE MINUTES OF THE OCTOBER 6, 2020 MEETING

Gibbs/Loy moved/seconded to approve the minutes of the October 6th meeting. **Carried.**

3) CONTINUED DISCUSSION AND POSSIBLE ACTION REGARDING INTERGOVERNMENTAL AGREEMENT AND OPERATING AGREEMENT

- a) Intergovernmental Agreement: Updated to reflect last month's discussion regarding how to appoint citizen members. Section 6 has new language. **Loy/Leonhard** moved/seconded to approve the Intergovernmental Agreement as presented. **Carried.** The agreement may need to be amended at a later date with language that clarifies dissolution and ownership of CCITC developed software.
- b) Operating Agreement – The attorney suggested that instead of adding to the liability section of the Operating Agreement those concerns might be best addressed within the insurance policy of CCITC have each agency as additional named insured.

4) DIRECTOR'S REPORT –

- a. Status on developing options for NCHC to potentially fully or partially separate from CCITC – Director Klein summarized the progress on gathering data to perform a cost analysis. This discussion will continue at the next meeting. Loy and Boutain will outline the needs of NCHC.
- b. Project Status Report
 - i. Office 365 – We upgraded about 600 users at NCHC from Office 2010 to Office 365 (some went to Office 2013). There's only a dozen or so left.
 - ii. COVID and Broadband activities for Marathon County – Route to Recovery invoices must be submitted to Marathon County by noon on November 3rd. Money is being invested in telework to minimize the spread of COVID-19.
 - iii. Fiber Projects – There are several projects currently underway.
 - iv. City Assessment Project – Project is going well. Go-live is on schedule for 2020.

v.

5) NEXT MEETING DATE, TIME AND LOCATION:

Next meeting is December 1, 2020 at 7:30 a.m. in the City Hall Board Room

6) ADJOURN – The meeting was declared adjourned at 8:40 a.m.

/a/ Lance Leonhard Secretary