

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: December 1, 2020 7:30 a.m. City Hall Board Room

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

Members Absent: Kurt Gibbs

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 7:36 a.m.

2) APPROVAL OF THE MINUTES OF THE NOVEMBER 3, 2020 MEETING

Leonhard/Tubbs moved/seconded to approve the minutes of the November 3rd meeting. Carried.

3) CYBER SECURITY CHANGES AND PLANS FOR NEXT 14 MONTHS

Dale Schirmacher recapped security changes made in 2020 and outlined the future security plans. Virtual Chief Security Officer contract has been signed. Job description has been written for a new IT Analyst – Security position. CCITC will look to fill this position in 2021.

4) STATUS ON DEVELOPING OPTIONS FOR NCHC TO POTENTIALLY FULLY OR PARTIALLY SEPARATE FROM CCITC

Commission members are committed to working on improving resource management for the next 12 months. Michael Loy indicated that the earliest date of separation would be 2023, but is willing to work on improvements that may allow NCHC to remain part of the Commission.

5) DIRECTOR'S REPORT –

a. Staffing Update:

- i. Rick Abreu is retiring in January and that position is currently posted.

b. Update on Intergovernmental and Operating Agreements: Agreements were sent to Cyber Insurance Company and we are waiting for their response.

c. Recent Phishing Campaign & Plan for Mandatory Cyber Security Training for All Staff: Results of the most recent phishing campaign showed a higher failure rate than the last campaign. The Board discussed the need to provide this type of training to elected officials.

d. Project Status Reports:

- i. Assessment software went live in Schofield and the City of Wausau is scheduled to go live by the end of the month.

6) NEXT MEETING DATE, TIME AND LOCATION:

Next meeting is January 5, 2021 at 7:30 a.m. in the City Hall Board Room

7) ADJOURN – The meeting was declared adjourned at 8:22 a.m.

/a/ Lance Leonhard Secretary