

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: January 8, 2019 7:30 a.m. City Hall Board Room

Members Present: Robert Mielke, Pat Puyleart (C), Kurt Gibbs, Michael Loy, Brenda Glodowski, Maryanne Groat

Members Absent: John Tubbs, Brad Karger

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

CALL THE MEETING TO ORDER:

The meeting was called to order by Pat Puyleart at 7:34a.m.

1) APPROVAL OF THE MINUTES OF THE DECEMBER 4, 2018 MEETING

Gibbs/Loy moved/seconded to approve the minutes of the December 4th meeting.
Carried.

2) DIRECTOR'S REPORT:

a) Project Status Reports

- Law Enforcement Project Update – Project is moving along. Currently working on an issues list with the vendor. Followup training is scheduled for the next four weeks. Reporting has some challenges. District Attorney's office set up has been completed and they will be trained on Superior. There are interfaces that still need to be implemented. There are other small tasks to be completed in the next 9 months. There are five small law enforcement agencies that will be brought onto records in 2019.
- City Assessment Project Update – Data from the vendor balanced last month. The City Assessor is saying he does not currently have time to move to the new system. In May after the Board of Review is complete there will be another conversion and the City will then begin using the new software.
- Staffing Update – Rick has been unsuccessful in finding a PC Intern. At this time it looks like CCIT will have a PC intern for the summer. Dave Schuman has come back to work and is cleaning up the iSeries to get it ready to be decommissioned. CCIT is currently looking to hire a programmer.

- ##### b) 2019 Strategic Plan – Gerry had a conference call with Julie Goldsmith who assisted with the last strategic plan. The Board was presented an outline of the proposed planning process. After we spoke with her she informed us that she has taken a new job. Director Klein will continue to search for a consultant to facilitate the process. Micheal Loy suggested finding a consultant that specializes in strategic planning for IT organizations.

3) NEXT MEETING DATE, TIME AND LOCATION:

Next meeting is at February 5, 2019 at 7:30 a.m. in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned 8:07 a.m.

/a/ Brad Karger Secretary