CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)
Date: September 3, 2019 7:45 a.m. City Hall Board Room
Members Present: Robert Mielke, Pat Puyleart (C), Kurt Gibbs, Brad Karger, Michael Loy
     Thomas Boutain
Members Absent: Maryanne Groat, John Tubbs
Additional Attendees: Dale Schirmacher, Jane Heil, Rick Abreu, Julie Henrichs

CALL THE MEETING TO ORDER:
The meeting was called to order by Pat Puyleart at 7:35 a.m.

1) **APPROVAL OF THE MINUTES OF THE AUGUST 6, 2019 MEETING**
   Mielke moved/Karger seconded to approve the minutes of the August 6th meeting.
   Carried.

2) **DISCUSSION AND POSSIBLE ACTION ON APPOINTING A BOARD MEMBER TO APPROVE DIRECTOR EXPENSE REPORTS**
   Gibbs moved/ Mielke seconded to appoint Chairman Pat Puyleart to approve CCITC Director expense reports greater than $250. **Carried.**

3) **DIRECTOR'S REPORT:**
   a. Strategic Plan Update – The Board was presented with an updated plan that contained initiatives for each strategic direction. The next step is to identify measurable goals for each of the strategic directions.
   b. Preliminary 2020 Budget – The Board reviewed a document with the budget highlights. The Board suggested that an additional $15,000 be included for the cyber security position.
   c. Staffing Update – Two PC Techs have been hired. Chris Allworden came from Mid-State Technical College. Adam Ball came from Marshfield Clinic. Network position new hire is Wesley Yuds he will be starting October 7th. The Helpdesk and Programmer positions are still open.
   d. Project Status Reports -
      i. Devnet made progress last week.
      ii. Land Records go-live is this week.
      iii. Construction planning is taking place at North Central Health Care.
      iv. Contracts have been signed for the 911 system.

4) **NEXT MEETING DATE, TIME AND LOCATION:**
   Next meeting is at October 1, 2019 at 7:30 a.m. in the City Hall Board Room.

   ADJOURN – The meeting was declared adjourned 8:00 a.m.
   /a/ Brad Karger Secretary