

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: July 1, 2014 1:00 p.m. City Hall Maple Room

Members Present: Pat Puyleart (C), Gary Bezucha, Brad Karger, John Tubbs, Brenda Glodowski, Jim Tipple, Matt Hildebrandt

Members Absents: Maryanne Groat

Additional Attendees: Gerard Klein, Kurt Gibbs

1) CALL THE MEETING TO ORDER:

The meeting was called to order by Chairman Karger at 1:00 p.m.

2) ANNUAL ELECTION OF OFFICERS

Pat Puyleart nominated as Chairperson.

Gary Bezucha nominated as Vice Chairperson.

John Tubbs nominated as Secretary/Treasurer.

All of the nominations were carried by a unanimous ballot.

4) DISCUSSION AND POSSIBLE ACTION ON CHANGES TO CCIT BYLAWS

- a) Article V Section 2 – Replace Marathon County Board of Supervisors' Chairman or designee with Marathon County Technology Committee Chairman. **Karger/Bezucha moved/seconded** to approve the change to Article V Section 2. **Carried.**
- b) Article VII Section 5 – Remove requirement that quorum must contain representatives of the City of Wausau and Marathon County. **Karger/Glodowski moved/seconded** to approve the change to Article VII Section 5. **Carried.**

5) DIRECTOR'S REPORTS

- a) Hiring Update – Joe Thompson is returning to the database administrator position. The IT Analyst position will be reposted.
- b) Performance Reviews have been completed for all staff members. Goals will be set for each employee within the next few weeks. Job descriptions will be updated by the beginning of August.
- c) 2015 Budget – Director Klein solicited budget guidelines for 2015. Jim Tipple outlined the 2015 City budget directive. Gary Bezucha addressed NCHC's need for additional IT resources. NCHC is considering adding an IT staff person focused on TIER. Information technology needs of all the entities are increasing. Gary Bezucha suggested the Board take a 5 year look at the IT needs of the three organizations, so that decisions can be made based on long-term needs. Gary Bezucha requested that this discussion continue at the next CCIT Board Meeting.
- d) Project Status Reports
 - Law Enforcement Air Cards – The air cards that are currently being used are in limited supply. An alternative technology needs to be implemented to replace the failing air cards. CCIT is testing Cradle Point units as a possible solution.
 - County Board iPads were successfully deployed. Three different training sessions were offered based on the skill level of the individual.

6) NEXT MEETING DATE, TIME AND LOCATION

The next meeting is scheduled for July 22, 2014 at 11:30 am in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned at 1:55 p.m.

/a/ John Tubbs, Secretary