

## **CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)**

Date: December 1, 2015 7:30 a.m. City Hall Board Room

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

Members Absent: Brad Karger, Maryanne Groat

Additional Attendees: Rick Abreu

### **1) CALL THE MEETING TO ORDER:**

The meeting was called to order by Pat Puyleart at 7:35 a.m.

### **2) APPROVAL OF THE MINUTES OF THE OCTOBER 2, 2015 MEETING**

**Tipple/Tubbs moved/seconded** to approve the minutes of the October 2<sup>nd</sup> meeting.  
**Carried.**

### **3) DIRECTOR'S REPORTS**

- a) New Hire- Patti Kaiser has joined CCIT as an Application Analyst. She comes from Aspirus.
- b) Mobile Device Management – One of the last groups to enroll are personal devices. The employee policy related to personal device usage has been updated, and is posted on the intranet for employees to sign prior to enrollment. Scheduled to be completed by the end of January.
- c) Two Fiber Projects Complete
  - Fiber from City Hall to Courthouse
  - Fiber run down Kent Street to NCHC
- d) Fiber Cut by Contractor – The Riverfront construction project cut the Fiber between the Library and the Meter Shop. All of the invoices related to the emergency repair have not yet been received.
- e) Retirement Announcement – Jim O'Neill has announced his retirement effective February 29, 2016. Search for a replacement will begin in late December.
- f) Work Plan – Director Klein presented the Board with an updated 2014 work plan. Director Klein highlighted the progress that has been made on the core strategies that were identified. Rick Abreu updated the Board on the status/results of customer service surveys. A 5 year technology plan has been developed. The 2014 work plan is complete. Future updates will be made the CCIT strategic plan.

### **4) REVIEW TERM LIMITS FOR COMMUNITY BOARD MEMBERS:**

The Board discussed establishing a term limit for Citizen Board Members. The discussion included the Board's expectations of Citizen Board members as well as the arguments for and against term limits.

### **5) NEXT MEETING DATE, TIME AND LOCATION**

The next meeting is scheduled for January 5<sup>th</sup> 2016 at 7:30 a.m. in the City Hall Board Room.

**ADJOURN** – The meeting was declared adjourned 8:35 a.m.

/a/ John Tubbs, Secretary