

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

Date: February 7, 2017 7:30 a.m. City Hall Board Room

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

Members Absent: John Tubbs, Kurt Gibbs

Additional Attendees:

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

The meeting was called to order by Pat Puyleart at 7:33 a.m.

#### **1) APPROVAL OF THE MINUTES OF THE December 6, 2016 MEETING**

**Karger/Loy moved/seconded** to approve the minutes of the November 8<sup>th</sup> meeting. **Carried.**

#### **2) DIRECTOR'S REPORT**

##### a) Open Positions and Recruiting Update

- Sheila Zblewski has accepted a position at North Central Health Care as their IT Director. The Application Manager position has closed and there are 21 candidates.
- Network Position and Application Analyst positions were reposted. A programmer position has been posted.

b) Salary Survey - CCIT will be purchasing the Central Wisconsin Salary Survey and review the pay bands for positions. CCITC will also be participating with the county on a salary band review this summer. Director Klein expressed concerns about CCITC salaries potentially not being competitive in the local market. Some of the qualified candidates for recent postings are reporting salaries above the current mid-point. There was discussion about the potential impact this might have on the 2018 budget.

c) Bylaw changes regarding insurance and health insurance for 2018 – The Board discussed 2018 health insurance coverage options. CCITC is currently participating on the city's plan. The county offers similar plans. The mayor will get back to the group at a future meeting this spring regarding whether CCITC can stay with the city or not. The county plan is a little more expensive for the employer portion than the city's. The Board recommended also reviewing what's available from the State of Wisconsin Health Plan.

##### d) Project Status Reports

- Law Enforcement Software is still in contract negotiations.
  - A scope document is being created for the custom development for the Jail
- Request for Proposal for the Land Records System had 4 responses.
- Assessment Software Selection is down to two vendors
- Medical Examiner Software release is rescheduled for February 14<sup>th</sup>.

e) Staff Retirement Notice Received – Scott Schoenfeldt has notified us of his intent to retire on April 20, 2017.

f) CCITC had 5 staff members request to attend the Leadership Development Program for non-managers at the County.

g) Several CCITC staff members have been nominated for Core Values awards.

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

Next meeting is March 7, 2017 at 7:30am in the City Hall Board Room.

**ADJOURN** – The meeting was declared adjourned 8:27 a.m.

/a/ Brad Karger Secretary