

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: May 2, 2017 7:30 a.m. City Hall Board Room

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

Members Absent:

Additional Attendees: Rick Abreu, Julie Henrichs, Jane Heil, Scott Claxton

CALL THE MEETING TO ORDER:

The meeting was called to order by Pat Puyleart at 7:30 a.m.

1) APPROVAL OF THE MINUTES OF THE April 4, 2017 MEETING

Glodowski/Gibbs moved/seconded to approve the minutes of the April 4th meeting. **Carried.**

2) DIRECTOR'S REPORT

- a) New Hire Introductions
 - Jane Heil – Application Manager
 - Scott Claxton – Applications Analyst – Law Enforcement
- b) Update on 2018 Health Insurance Status – Next Tuesday the City Council will make a decision on CCIT's enrollment in the City of Wausau's health and dental plans for 2018.
- c) Update on EEOC Claim – Last week we received a request for information from the EEOC.
- d) Strategic Plan Update – 1st Qtr – The Board received a document that details the status of initiatives as of the end of 1st quarter 2017.
- e) Project Status Reports
 - Update on Law Enforcement Software Replacement - Jail custom development is underway. The custom development is scheduled to be complete by June 26th. Current plan is to be live on the software by August 2018. The vendor has not yet assigned a project manager.
 - Assessment Software – A contract has not be signed yet.
- f) Suggestions for Future Educational Presentation – Director Klein asked the Board if there are any topics they would like to know more about. The Board suggested disaster recovery and security as future presentation topics.

3) DISCUSSION AND POSSIBLE ACTION ON PRELIMINARY 2018 CAPITAL IMPROVEMENT PROJECTS

The Board was presented with a preliminary list of 2018 CIP projects. CCITC staff members provided brief summaries of the projects. **Mielke/Gibbs moved/seconded** to approve the 2018 Capital Improvement Project List. **Carried.**

4) NEXT MEETING DATE, TIME AND LOCATION

Next meeting is June 6, 2017 at 7:30am in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned 8:20 a.m.

/a/ Brad Karger Secretary