

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: September 5, 2017 7:30 a.m. City Hall Board Room

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

Members Absent: Brenda Glodowski, John Tubbs

Additional Attendees: Rick Abreu, John Anderson, Julie Henrichs, Jean Kopplin, Jane Heil

CALL THE MEETING TO ORDER:

The meeting was called to order by Pat Puyleart at 7:37 a.m.

1) APPROVAL OF THE MINUTES OF THE AUGUST 1, 2017 MEETING

Mielke/Loy moved/seconded to approve the minutes of the August 1st meeting. **Carried.**

2) DIRECTOR'S REPORT:

- a) Strategic Plan Update – Director Klein updated the Board on the Strategic Directives. The Board received a document with the status of strategic tasks and initiatives updated for the 2nd quarter of 2017.
- b) Project Status Reports
 - Capital Improvement Projects – Current Status:
 - CIP projects have been submitted to both the City and the County.
 - CIP projects have gone through the ranking process for both the City and County.
 - County is considering a change to the methodology for funding technology project. The County may approve a lump sum for technology projects instead of ranking and approving individual projects.
 - Update on Law Enforcement Software Replacement:
 - Project Plan Overview:
 - Jean Kopplin presented the Board with a project timeline.
 - Role of the Governance Committee was outlined.
 - Proposed Chargeback Methodology
 - Director Klein presented the Board with the proposed chargeback model.
 - Director Klein will be presenting this to the Police Chiefs later today,
 - Project Concerns
 - Chairman Puyleart expressed concerns about what would happen to the overall project if deadlines within the project are not met. Director Klein informed the Board that there are performance based payments in the contract.
 - Update On Assessment Software:
 - The contract with DEVNET has not been signed yet, but DEVNET has agreed to milestone payments.
 - Timing of 2018 CIP Projects
 - There are several large projects that need to be carefully scheduled due to critical data changes that will be made. Director Klein is concerned about the Readdressing, the Law Enforcement, and Land Records projects happening at the same time.

3) PRESENTATION OF MANAGEMENT DASHBOARD

John Anderson presented the management dashboard to the Board.

4) DISCUSSION AND POSSIBLE ACTION ON 2018 OPERATING BUDGET:

Loy/Groat moved/seconded to approve 2018 Operating Budget. **Carried**

5) NEXT MEETING DATE, TIME AND LOCATION:

Next meeting is October 3, 2017 at 7:30am in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned 9:00 a.m.

/a/ Brad Karger Secretary