

"Draft"

IT Board Meeting

October 14, 2010

3:30 PM

Room 211 City/County Building

Roll Call

Attending were Eric Bryson, Scott Buswell, Dick Thweatt, Art Pembroke, and Bernie Miles.

Minutes of the preceding meeting and action thereon (1/28/10)

Scott Buswell made a motion to approve the minutes of the January 28, 2010 meeting, Dick Thweatt seconded the motion; the motion passed.

New Replacement Plan Recommendations

Printer Replacement Plan - Scott Buswell made a motion to accept the proposed printer replacement plan. Dick Thweatt seconded the motion; the motion passed.

PC Replacement Plan - Art reviewed the replacement plan noting the recommendation from IT&S Staff and the Steering Committee is to stick with a 4-year plan. Discussion was held. Scott Buswell made a motion to accept the proposed 4-yr PC Replacement Plan with an extra year option. If a department wishes to extend the life of a machine an extra year they may, but they will not see a financial benefit, and an extension must be approved by IT&S. Dick Thweatt seconded the motion; the motion passed.

FY12 Budget

Budget Schedule - Art quickly reviewed the budget schedule. He asked the Board for guidance regarding the budget. He said the Steering Committee had provided two suggestions for consideration; wireless access and a Web Content Manager position.

- **Wireless Access** - Art asked the Board's opinion regarding wireless. Eric Bryson said there have been departmental requests for wireless, and it is expensive to do it piece-meal. He is in favor of moving forward with an enterprise wide wireless plan. Art said what he would propose is a secure central infrastructure for a managed wireless; this would include a level of secure wireless for employees, as well as a specialized network for the public.
- **Web Content Manager** - Art said the request brought much discussion and the committee was divided. Half of the committee would like IT&S to manage their web pages, the other half are happy to do so on a departmental level. Some members of the committee would like to look at hiring a Content Manager to assist departments. Art said page content should to be managed on a departmental level with IT&S assisting where needed. Art said he is not in favor of managing departmental web content.

IT Board Organization - Bylaw Changes

ARTICLE IV. MEMBERSHIP- BOARD OF DIRECTORS.

Section 2. The information technology executive appointed from the community at-large will serve a two-year term. If the board and the appointee at-large is willing, he/she may be appointed to successive terms. ~~second two year term.~~

ARTICLE V. OFFICERS - BOARD OF DIRECTORS.

Section 1. The chairman will rotate between the city and county board members. ~~be alternated between the county commissioner and the city commissioner board members.~~ The chairman's annual term will begin at the first regular meeting in January of each year.

ARTICLE VI. MEETINGS - BOARD OF DIRECTORS.

Section 1. Regular meetings of the board will be quarterly or scheduled as necessary. ~~monthly and at a time and date to be established during the first board meeting. The first meeting must be held within 30 days of the date these bylaws are adopted.~~

Section 4. Voting may be done with e-mail. ~~will be done in person, with no proxy votes allowed. An alternative may vote if appointed in accordance with Article IV, Section 3.~~

Once the changes are made and the Board votes on them, Art will take them to the City Attorney for approval. They will then be presented at a joint city-county commission meeting for approval.

Director's Report - Art briefly updated the Board on each of the following projects:

Server Room Security Project Update - The project is complete. Entry is now done with key fobs and is being tracked.

Fire Suppression Project - no report at this time.

Telephone Project - The project is within 4-5 months of completion and is estimated to come in \$30,000 under budget.

Office 2007 Roll Out - Software is being rolled out department by department. Training is going well.

MS Windows 7 Status - All new PCs are being ordered with Windows 7 installed on them.

GIS Web Service Upgrade - The project is underway and when complete will offer the public a much easier to use product.

Other items:

- Commissioner Thweatt asked if something could be done with his Web Access GroupWise Mail box. He said it is very slow. Art said he'd have the staff take a look at it.
- MS Exchange - Art said the city has requested IT Staff go out for quotes for MS Exchange. He said the best case scenario at this point would be to go with the State of Montana at a cost of about \$42,000 a year increase.

Adjournment.