

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
DECEMBER 16, 2009**

- I. The December 16, 2009 Technology Commission Meeting was called to order at 6:05 p.m. by Chairman Meade in the Inspection Conference Room of Franklin City Hall. Director of Administration Luberda took roll call; a quorum was present.

Members present were Meade, Strowig, Herman (arrived at 6:07 p.m.), Alderman Olson, Galusha, Maersch, Kaufman, Mittelstadt, and Surana (arrived at 6:32 p.m.). Member Webler was excused. Member Kane was absent. Also in attendance was Director of Administration Mark Luberda, Phil Markworth of CSEI, and Todd Niedermeyer of Geographic Marketing Advantage.

- II. Citizen Comment Period – Alderman Olson wished everyone a Merry Christmas.

- III. Review and approval of the November 18, 2009 Meeting Minutes.

Motion made by Mittelstadt and seconded by Member Strowig to approve the November 18, 2009 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

Member Herman arrived at 6:07 p.m.

- IV. GIS/Mapping Proxy Server Solution

Director of Administration Mark Luberda indicated that for the next 2 agenda items he was looking for technical guidance from Commission members and noted that the items were not really action items. He also noted that the purpose of this project was to make the internal mapping service available externally through the website in a modified format. Mr. Phil Markworth of CSEI provided a summary of options being considered for a GIS/Mapping proxy server solution. Use of the existing firewall, an apache web server, Microsoft ISA server, and separate hardware appliance options were discussed. Discussion was held. By consensus, members perceived a benefit to adding an additional layer of network protection but did not see the need for the enhanced functionality provided by the ISA option that warranted the additional cost. By consensus, members supported use of the apache web server strategy.

Member Surana arrived at 6:32 p.m.

- V. Discussion on Network Infrastructure

Director of Administration Mark Luberda indicated that the intent of this item is to get technical guidance from members on the proper structure and terminology that could be used to identify the aspects of the network infrastructure that would need to remain under central IT control and oversight in the event that CSEI technical services were separated into 2 service groups; one serving primarily the Police Department, the other serving the remainder of the City. Mr. Luberda provided a handout outlining initial points of discussion. Discussion was held. By consensus, members felt adamant that strategy and standards for all aspects of the network, hardware, documentation, network-wide software applications, and other similar network-wide issues needed to remain under central control. Communication would be critical in effectively operating under such a structure.

TECHNOLOGY COMMISSION MEETING MINUTES
DECEMBER 16, 2009
PAGE 2

VI. Audio and/or Video Internet Media Streaming & Distribution Systems.

Director of Administration Luberda indicated that the intent of the department was to begin posting audio files for certain meetings as soon as the new website becomes available which would hopefully be very early next year. He also noted that two additional digital recording devices were being acquired but that the current model is no longer available. The standards previously set forth by the Technology Commission were used in selecting the new device.

VII. Strategic Technology Plan: Technology Infrastructure Plan & Application Plan

Director of Administration Luberda informed members that the Common Council had authorized distribution of the RFP for the Infrastructure and Application plans and noted that Common Council had some concerns that the potential available funding would not be sufficient. He indicated that the plan would be distributed in January or February depending upon other project duties. By consensus, members concurred that waiting until after the holidays was a good decision.

VIII. Director's Report

-2010 IT Service Contract with Connection Strategies & Enterprise, Inc. (CSEI). Director of Administration Luberda reported that the new contract with CSEI would go to Common Council in January and would likely include the added option of a blended technician capable of performing both Level I and Level II work.

-GIS Rewrite Project Status with PlanGraphics, Inc. Director of Administration Luberda reported that final testing is being done on the work done by PlanGraphics. There was some delay in getting the final work product from PlanGraphics and there are some issues to be resolved, but testing is continuing.

-Website Redevelopment Phase II. Director of Administration Luberda indicated that he is still hopeful that it is possible to migrate to the new website in January 2010 and that he will be reviewing the individual pages and page content and even if some pages are not ready there will be a point at which the City is better off moving to the new website with improved infrastructure architecture. By consensus members concurred with that strategy. Members expressed interest in wanting to see details on the look and feel of the new mapping feature to be used on the website. Mr. Luberda indicated that that would not be possible since the external mapping product has not yet been completed as the external map viewer is an extension of the internal mapping services which is yet to be completed under the GIS rewrite project.

-Municipal Court Package. Mr. Phil Markworth of CSEI indicated that the Captain Mike Martens was still trying to get a day scheduled for installation of the updated municipal court package.

TECHNOLOGY COMMISSION MEETING MINUTES
DECEMBER 16, 2009
PAGE 3

IX. Next Meeting Date and Time – January 27, 2010 at 6 p.m.

Alderman Olson requested that standardized hardware and base software purchasing procedures be placed on the next agenda. He also requested that website usage reports be provided for discussion. Members also asked for an update on the Police DVR project.

X. Adjournment

Motion made by Alderman Olson and seconded by Member Kaufman to adjourn the December 16, 2009 Technology Commission Meeting at 7:28 p.m. Upon vote, Ayes-All, motion carried.