CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
MAY 22, 2013

I.   The May 22, 2013 Technology Commission Meeting was called to order at 6:00 p.m. by Vice Chairman Strowig in the Hearing Room of Franklin City Hall. Director of Administration Mark Luberda took roll call; a quorum was present.

        Members present were Strowig, Herman, Webler, Giza, Surana (arrived at 6:23 p.m.), Murphy, and Alderman Mayer. Members Meade and Galusha were excused. Member Kane was absent. Also in attendance were Director of Administration Mark Luberda, Director of Finance and Treasury Cal Patterson, and Deputy Finance Director Paul Rotzenberg.

II.   Citizen Comment Period – No citizen comments were made.

III.   Review and approval of the March 27, 2013 Meeting Minutes.

        Motion made by Member Webler and seconded by Member Herman to approve the March 27, 2013 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

IV.   Review of Finance Software System Recommendation

        Director of Administration Mark Luberda, Director of Finance and Treasury Cal Patterson, and Deputy Finance Director Paul Rotzenberg presented this item to the Commission.

        Discussion was held on the review and selection process undertaken by staff, on the impacts on operations the new software will have, and on technical aspects of the software and the contractual relationship with the vendor. The members complimented the department on the thoroughness of their review and of the packet provided to the Committee, indicating their process should be an example for other departments.

        Motion made by Alderman Mayer and seconded by Member Webler that the Technology Commission supports the Finance Department's recommendation of the Finance Software System package as presented to them. In discussion on the motion Member Webler noted that his understanding in making the second was that, as per the discussion, staff would further investigate the issue of risks during data conversion and would verify the escrow agreement related to the software code is acceptable. Upon vote, Ayes-All, motion carried.

V.   Discussion on whether or not City IT could take advantage of retiree technical/professional expertise for general purposes or special projects.

        Member Webler reintroduced his topic. Mr. Luberda noted that until the department has a full-time IT Director to manage such an endeavor any use of such a strategy would need to be restricted to a project-by-project consideration. He also noted that he was not opposed to using retired technical professionals on an individual project where the needs of the project and the talents of the individual were aligned. By consensus, members were satisfied with this approach at this time but thought further consideration could be warranted in the future.

VI.   Technical Issues Review

No items to report.

VII.   Director's Report on IT Operations (No Action Required)

Director of Administration Mark Luberda updated the Commission on the current IT staffing of City Hall and the Police Department between Brian Harmon and Phil Markworth of HBS.

VIII.   Future Agenda Items.

Members suggested a Cable TV update, if any such operational issues remain within the City's control, and review of the Informational Technology Strategic Plan.

IX.   Next Meeting Date and Time – July 24, 2013

Director of Administration Mark Luberda reminded the Commission that at their last meeting they approved a motion requesting that the Administrator take the necessary steps to enable the Commission to move to a bi-monthly regular meeting schedule with additional meetings at the call of the chair. Mr. Luberda clarified that an ordinance change is not needed and that the Technology Commission Administrative Rules and Procedures only refer to meetings being scheduled "as needed" or that they "may adopt a regular, periodic meeting schedule as needed"; therefore, there are no restrictions for the Commission moving to a bi-monthly meeting schedule. He noted that their motion at the prior meeting was sufficient to institute their intent. The Commission concurred with the next meeting date being July 24, 2013.

X.   Adjournment

Motion made by Member Webler and seconded by Member Giza to adjourn the May 22, 2013 Technology Commission Meeting at 7:23 p.m. Upon vote, Ayes-All, motion carried.