

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
OCTOBER 8, 2014**

- I. The October 8, 2014 Technology Commission Meeting was called to order at 6:04 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, Alderman Mayer, Webler, Giza, and Brandt. Members Meade and Surana were absent; Member Galusha was excused. Also in attendance were Director of Administration Mark Luberda and Norb Kopka, Matt Eide, Phil Markworth and Brian Harmon of Heartland Business Systems.

A round of introductions were made for new Member Kevin Brandt.

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

- III. Review and approval of the May 28, 2014 Meeting Minutes.

Motion made by Member Webler and seconded by Alderman Dan Mayer to approve the May 28, 2014 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Briefing on the County Radio System by the Police Department

Director of Administration Mark Luberda introduced members of the Police Department; Chief Rick Oliva, Inspector Gaylord Hahn, and Communications Supervisor Cindy Manke. Chief Oliva provided the Commission with an overview of the history of the development of the County's new radio system. Informational item only – no action taken.

- V. Mayor's 2015 Recommended Budget Inclusion of an IT Director/Manager Position

Director of Administration Mark Luberda gave a brief overview on the inclusion of an IT Director/Manager position in the 2015 budget. Discussion was held.

Members support the direction of securing an IT Director in the 2015 budget.

- VI. City Hall Backup Assessment—Report from HBS Engineers on an Assessment of the City of Franklin's Backup Structures & Methods

Director of Administration Mark Luberda introduced this item and turned it over to Matt Eide and Norb Kopka of Heartland Business Systems (HBS) who further explained the details of the report they developed on the assessment of the City's backup structures and methods. Discussion was held.

Motion made by Member Webler and seconded by Alderman Dan Mayer that Mark Luberda use his authority as Director of Administration to direct HBS to provide the Director of Administration a short-term solution for the City's immediate backup problem and for HBS to figure out in a proposal if it should be Beam or Backup-Exec 2014 and cartridges, etc., staying within the \$22,000 budget. Upon vote, Ayes-All, motion carried.

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VII. IT Capital Outlay 2015 Budget Requests.

Director of Administration Mark Luberdia presented this item to the Commission detailing the 2015 budget requests for IT Capital Outlay. Discussion was held.

Commission members concurred that the Microsoft Licensing and Microsoft Office items should come back to the Commission.

VIII. Technical Issues Review

Director of Administration Mark Luberdia gave an overview on the Infrastructure Assessment Statement of Work as provided by Heartland Business Systems (HBS) that he would like to have completed by HBS this year to be able to have by the time the new IT Director is on board.

Discussion was held.

Mark informed the Commission that he is going to sit down with HBS to rescope the Infrastructure Assessment Statement of Work some and then move forward with HBS on it so as to be completed this year to have as information for the Commission and for the new IT Director coming in focusing on the "as is" nature of the City's infrastructure. The Commission concurred.

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

Director of Administration Mark Luberdia informed the Commission that we are having issues with the wireless routers and working on getting them exchanged out.

X. Future Agenda Items.

Cable TV – Channel 25
Information Technology Strategy Plan

XI. Next Meeting Date and Time

Motion made by Member Webler and seconded by Member Brandt to cancel the next regular bi-monthly meeting of November 26, 2014 and that if a meeting is warranted for the remainder of the year that it be at the call of the Chair. Upon vote, Ayes-All, motion carried.

XII. Adjournment

Motion made by Member Webler and seconded by Member Brandt to adjourn the October 8, 2014 Technology Commission Meeting at 8:42 p.m. Upon vote, Ayes-All, motion carried.