

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
OCTOBER 25, 2017**

- I. The October 25, 2017 Technology Commission Meeting was called to order at 6:02 p.m. in the Hearing Room of Franklin City Hall by Vice Chair Greg Strowig.

IT Director Jim Matelski took roll call; a quorum was present. Members present were Alderman Dan Mayer, Members Strowig, Surana, Brandt, Farney, Kaur, and Litwin. Members Webler, Galusha, and Giza were excused. Member Meade was absent. Also in attendance was IT Director Jim Matelski.

- II. Citizen Comment Period

No citizens were present for the meeting.

- III. Election of Chair & Vice Chair

Motion made by Alderman Mayer and seconded by Member Farney to defer this item to the next meeting. Upon vote, Ayes-All, motion carried.

- IV. Review and approval of the August 9, 2017 Meeting Minutes.

Motion made by Member Brandt and seconded by Alderman Mayer to approve the August 9, 2017 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- V. Enterprise Wireless Networking & Infrastructure Capital Outlay Project

IT Director Jim Matelski presented this item to the Commission members. Discussion was held.

Motion made by Member Litwin and seconded by Member Farney to recommend the Aruba Wireless Networking solution being proposed by Paragon Development Systems (PDS) with the 5-year subscription to Aruba Central management services. Upon vote, Ayes-All, motion carried.

- VI. 2018 IS Proposed Capital Outlay Budget

IT Director Jim Matelski presented this item to the Commission. Discussion was held. Informational item only – no action needed.

- VII. Technical Issues Review

IT Director Jim Matelski informed the Commission members on the following Technical Issues:

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- Milwaukee County is currently undertaking a project to interconnect the Fire Department EMS dispatching systems within the surrounding municipalities. At a policy and resource level, the Common Council has approved the integration proposal. At this point, it is unclear what technical requirements will be needed to integrate Phoenix CAD dispatch systems between the County and the municipalities. Beyond integration software/middleware, networks will need to be connected and routing established as well. For the short term, I expect that the Greenfield Police Department may become a VPN communication hub, since they are already relaying connectivity to three other municipalities for State DA/DOJ resources. Exact technical specification and connectivity options have yet to be determined or discussed.
- Phoenix CAD system has been experiencing a significant slow down within the mapping facilities, particularly after the vendor performed mandatory upgrades to the latest version of their software. This change has affected multiple municipalities, with all customers reporting the exact same performance issues. The vendor has provided several patches, but none have resulted in satisfactory performance. Phoenix is actively working on the issue.
- QoS/CoS currently is not configured on any of the networks, although the protocol is actively flagged on. With the Palo Alto firewall implementation completed, QoS is being looked at in greater depth. With the eventual upgrade/replacement of the Avaya phone system, QoS/CoS must be fully in place and stabilized prior to any implementation of VoIP.

VIII. Director's Report on IT Operations

IT Director Jim Matelski informed the Commission members on the following:

- Initial Windows 10 deployments are being slowly deployed as part of 2017 equipment swap outs. This will be further expanded upon in 2018. An additional 8 computers will be the baseline test group for basic OS configuration and standardization. Based upon these experiences, a more refined CoF gold standard deployment image will be devised.
- Director of Administration Mark Lubberda is leading up an effort for vendors to submit RFQ (request for quote) for proposals to upgrade the audio system in the Common Council Chambers. Because the audio system is an extension of a public facility, a formalized proposal and quotation process must be adhered to. This is similar to any capital infrastructure change that would be made to a public building. A team of IT and audio experts may be needed to review the proposals and quotes, once they have been fully submitted by the vendor.

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- Long-Term Data Archiving Project - the project is approximately 90% complete and data restoration is being tested with Veeam. The setup of the HP tape libraries and hardware encryption modules was pretty straight forward. Veeam 9.5 now has the ability to archive physical servers to tape via a backup agent. IT has purchased additional Veeam agents, with implementation work scheduled to be completed by 10/26/2017. Backup Exec is being fully retired. All physical and virtual backups will be performed by Veeam.
- GCS software has been extended to include a new module that will allow for electronic tax payments. Electronic property tax payments will go through US Bank payment services, which has yet to provide URL and admin account information. The goal is to include a button on the GCS page that will perform a URL redirection over to the payment site. At this point, there is no GCS to USB site integration, hence the constituent will need to manually key in property tax information and credit card information when creating an electronic payment.

IX. Future Agenda Items.
-Strategic Technology Plan
-Information Security Plan
-Email Archiver

X. Next Meeting Date: It was the consensus of the members to cancel the November 22, 2017 meeting due to the Thanksgiving holiday and to combine the November and December meeting for sometime the first or second week in December due to the Christmas holiday. Members will be polled for a rescheduled meeting date in December.

XI. Adjournment

Motion made Member Brandt and seconded by Member Farney to adjourn the October 25, 2017 Technology Commission Meeting at 7:36 p.m. Upon vote, Ayes-All, motion carried.