

**CITY OF FRANKLIN  
TECHNOLOGY COMMISSION MEETING MINUTES  
SEPTEMBER 22, 2021**

- I. The September 22, 2021 Technology Commission Meeting was called to order at 6:00 p.m. in the Hearing Room of Franklin City Hall by Vice Chair Strowig.

IT Director Jim Matelski took roll call; a quorum was present. Members present were Strowig, Alderman Mayer (left at 6:58 p.m.), Galusha, Rehberger, Mackensen, and Farney. Members Meade, Webler, Surana, and Kaur were excused. Also in attendance was IT Director Jim Matelski and Director of Administration Peggy Steeno.

- II. Citizen Comment Period – No citizens were present.

- III. Review and approval of the August 26, 2021 Meeting Minutes.

Motion made by Member Mackensen and seconded by Member Rehberger to approve the August 26, 2021 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Strategic Technology Plan – Goal #1 and Objectives

IT Director Matelski presented this item to the Commission. The Commission is reviewing the Strategic Technology Plan one goal at a time. Discussion was held on Goal #1 and its objectives and comments added to the redlined document.

Va-c. Closed Session Items

- a. Identification and Access Control Policy
- b. Incident Response Policy
- c. IT Security Risk/Watch Register

Motion made by Member Mackensen and seconded by Member Farney to enter closed session for these subject matter items pursuant to Wis. Stat. § 19.85(1)(d), to consider strategy for crime prevention, and the implementation of a program and policy and tools therefore for crime prevention, i.e., cyberattack prevention and technological crimes in relation thereto, for the protection of the City's technical and information infrastructure and the City officials, employees and the public who use the system, and also pursuant to Wis. Stat. § 19.85(1)(e), for competition and bargaining reasons with regard to the prevention protection program and these subject matter items, and the investing of public funds in relation thereto, and to reenter open session at the same place thereafter to act on such matters discussed. Upon vote, Ayes-All, motion carried.

Motion made by Member Mackensen and seconded by Member Farney to re-enter open session at approximately 7:55 p.m. Upon vote, Ayes-All, motion carried.

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VI. Technical Issues Review

- The 9/13/2021 scheduled roll-out of the Milwaukee County Tellus CAD-to-CAD software has been delayed. It is estimated that the project implementation will occur sometime between late October and mid-November. In order to run the software with the latest code enhancements, all municipalities are scheduled to be on Pro Phoenix hotfix HF8-25. Previously only the March hotfix was required to run the software. The change to the foundational code requirements was not clearly communicated to the Milwaukee County project team; hence this produced major issues with the intended project implementation plan. The City of Franklin is planning on rolling out the hotfix on Thursday 9/23/2021.
  - Pro Phoenix also announced an early planned deprecation of the base 2020 release. All users on Pro Phoenix 2020 must upgrade to the 2020 R2 version by February 2022. Although the City of Franklin just updated the PD RMS/CAD system back in March of 2021, the system will need to be upgraded yet again to a new release in Quarter 1 of 2022. Pro Phoenix is planning on releasing a 2022 version of the product, but the upgrade path from prior version is not known at this time. Most likely the City of Franklin will need to do a multiple release implementation (a.k.a. "multiple hop") and upgrade to 2020 R2 and then again to 2022.

VII. Director's Report on IT Operations

None to report on.

VIII. Future Agenda Items.

- City Website Update
- Fiber Network to Access Internet Services for Franklin Business Operations
- Physical Security Improvement Project
- Strategic Technology Plan & Cyber Security Component
- Exchange Migration
- City of Franklin Identity Access & Control Policy
- Migration of Servers to the DMZ
- Security Patch Distribution and Issues
- GCS Migration to Web Application

IX. Next Meeting Date: Wednesday, October 27, 2021 – 6 p.m.

X. Adjournment

Motion made by Member Mackensen and seconded by Member Rehberger to adjourn the September 22, 2021 Technology Commission Meeting at 8:01 p.m. Upon vote, Ayes-All, motion carried.