

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
APRIL 23, 2025**

- I. The April 23, 2025 Technology Commission Meeting was called to order at 6:02 p.m. in the Hearing Room of Franklin City Hall by Chair Greg Strowig.

IT Director Jim Matelski took roll call; a quorum was present. Members present were Strowig, Rehberger, Pelkey, and McWilliams. Members Galusha and Alderman Peccarelli were excused. Members Meade and Surana were excused. Also in attendance was IT Director Jim Matelski.

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

- III. Review and approval of the March 26, 2025 Meeting Minutes.

Motion made by Member Rehberger and seconded by Member McWilliams to approve the March 26, 2025 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Microsoft 365 Full Domain Migration Project

IT Director Matelski presented this item to the Commission and discussion was held regarding the proposals that were received for this project.

Motion made by Member Pelkey and seconded by Member McWilliams to recommend the full domain migration project and for IT Director to follow-up with DigiCorp on certain questions/concerns related to the project before approving them as the onboarding consulting firm. Upon vote, Ayes-All, motion carried.

- V. Technical Issues Review

- Johnson Control subcontractors have completed the installation of door badge readers and automatic locks on selected interior and all exterior doors at City Hall. The devices are not operational, as the software has to be fully configured and operational roles have to be established. Most likely IT will be responsible for security badge administration, and this will be included in the employee onboarding and matriculation processes. All employees have yet to be assigned security badges that will open doors in their specific departments. The Police Department will need access to this system for emergency management purposes.

- VI. Director's Report on IT Operations

- The manual deployment of new Lenovo laptops and desktops is around 80% complete. DPW, Sewer & Water, Finance/Treasury, and PD Dispatch are still scheduled for upgrade. Overall the new deployments have encountered very few issues, with no show stoppers where applications are not compatible with Windows 11. The only outstanding issue is Exchange prompting users for passwords when specific mounted mailboxes are being used.

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- On Tuesday 4/15/2025, BS&A pushed out a critical security hotfix that prevented the City from being able to perform cash receipting. This impacted all of BS&A's customers and their support desk was absolutely hammered to the point of being non-responsive. The problem was fully corrected by the end of business day, where all modules needed to be installed on a desktop computer (even if they didn't need them). Each module had to be upgraded to the latest hotfix. The core issue was the hotfix required a database schema update, which was automatically applied when one of the standard modules was installed. Which exact module created the schema update is unknown, but by following the process modules that required the schema update were able to function.

VII. Future Agenda Items.

- IT Security Project—Johnson Controls, Inc.
- Failure Avoidance and Mitigation
- Cloud Migration Strategy

VIII. Next Meeting Date: An emergency meeting will need to be scheduled within the week to approve a vendor for the Microsoft 365 Full Domain Migration Project. The May 28, 2025 meeting will be cancelled and the next regular meeting will be June 25, 2025 at 6 p.m.

IX. Adjournment

Motion made by Member Pelkey and seconded by Member Strowig to adjourn the April 23, 2025 Technology Commission Meeting at 7:58 p.m. Upon vote, Ayes-All, motion carried.