

**CITY OF FRANKLIN  
TECHNOLOGY COMMISSION MEETING MINUTES  
JANUARY 28, 2015**

- I. The January 28, 2015 Technology Commission Meeting was called to order at 6:03 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 Dan Mayer, Webler, Galusha, and Giza. Members Meade, Brandt, and Surana were excused. Also in attendance were Director of Administration Mark Luberda and Ben Turner and Phil Markworth of Heartland Business Systems.

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

- III. Election of Chair & Vice Chair

Vice Chairman Strowig indicated that without objection this item would be laid over to a future meeting where more members could be in attendance. Seeing no objections, the item was tabled.

- IV. Review and approval of the October 8, 2014 Meeting Minutes.

Motion made by Member Giza and seconded by Alderman Dan Mayer to approve the October 8, 2014 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- V. Discussion on IT departmental leadership strategies: Hired CIO or Virtual CIO. Guest, Ben Turner, CEO Heartland Business Systems to discuss the merits of leveraging the expertise, perspective and range of professional services (including IT architects, project management and vertical IT specialist groups) from a contracted company or hiring an employee department head

Ben Turner, CEO of Heartland Business Systems, distributed and presented a presentation on departmental leadership strategies promoting a strategy of a “virtual CIO”.

Member Webler moved to recommend that staff do the appropriate work to come up with an example contract for a part-time CIO, including costs and responsibilities, to be forwarded for approval. Motion died for lack of a second.

Member Giza moved to recommend staff get a sample contract for a temporary, part-time virtual CIO for review by the Commission at a future meeting. Seconded by Member Webler. Members Webler and Giza voted Aye. Alderman Dan Mayer and Member Galusha voted No. Vice Chairman Strowig voted no. Motion failed 3-2.

Alderman Dan Mayer moved to recommend the City proceed with filling the I.T. Director position as budgeted. Seconded by Member Galusha. Upon vote, Ayes All, motion carried.

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- VI. Service Contract for Information Technology Services with Heartland Business Systems, including but not limited to staffing strategies

Director of Administration Mark Luberda indicated that Heartland Business Systems had agreed to a revised contract with a 2.5% increase in rates and adjustment to the language to allow for a trial at a return to using a part-time Level 1 and part-time Level 2 technician to fill the current vacancy.

Motion made by Member Webler and seconded by Alderman Dan Mayer to recommend to the Common Council approval of a new contract with Heartland Business Systems, including the recommendations by Mr. Luberda. Upon vote, Ayes-All, motion carried.

- VII. Discussion on Job Description for IT Director

Director of Administration Mark Luberda distributed sample job descriptions from other communities and indicated members could contact him with suggestions. Mr. Luberda noted that absent a recommendation of the Commission, he would prepare a job description with broad, general IT wording, but prepare a position announcement with more specific descriptions of our networks and services. By consensus, Members concurred that this was a good approach.

- VIII. Technical Issues Review

No report was needed.

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

No report was needed.

- X. Future Agenda Items.

-Cable TV – Channel 25

-Information Technology Strategy Plan

- XI. Next Meeting Date and Time

The Vice Chairman noted that the next scheduled meeting is March 25, 2015. Director of Administration Mark Luberda noted that it might be necessary to have a February meeting to review the proposed job description for the IT Director so that the hiring process can continue.

- XII. Adjournment

Motion made by Member Webler and seconded by Member Galusha to adjourn the January 28, 2015 Technology Commission Meeting at 7:30 p.m. Upon vote, Ayes-All, motion carried.