CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
JULY 27, 2016

I. The July 27, 2016 Technology Commission Meeting was called to order at 6:06 p.m. by temporary Chairman Webler in the Hearing Room of Franklin City Hall. IT Director Jim Matelski took roll call; a quorum was present.

Members present were Webler, Ald. Dan Mayer (left at 6:59 p.m.), Surana, Farney, Kaur, and Litwin. Members Strowig, Galusha, Giza, and Brandt were excused. Member Meade was absent. Also in attendance was IT Director Jim Matelski and Ken Mitchell, City IT/HelpDesk.

II. Citizen Comment Period

No citizen comments were made.

III. Election of Chair and Vice Chair

Motion made by Member Webler and seconded by Alderman Mayer to hold this item over to the next meeting when the current Chair and Vice Chair members can be present. Upon vote, Ayes-All, motion carried.

IV. Review and approval of the May 25, 2016 Meeting Minutes.

Motion made by Member Farney and seconded by Alderman Mayer to approve the May 25, 2016 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

V. Steady State Project – Lessons Learned

IT Director Jim Matelski presented this item to the Commission via a PowerPoint presentation. Discussion was held. Informational item only – no action taken.

VI. 2016 Capital Budget Redistribution: Project & Expenditure Plan

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

Motion made by Alderman Mayer and seconded by Member Farney to approve the 2016 budget re-appropriations as indicated on the "2016 IS Capital Outlay: Project and Expenditure Plan" document. Upon vote, Ayes-All, motion carried.

VII. 2017 Capital Budget Proposals & Priorities

IT Director Jim Matelski presented the 2017 Technology Capital Proposals with priorities and costs to the Commission. Discussion was held. Member Webler noted that the alternative that the risk can be absorbed should be removed as an option in the Business Case for the VPN & Internet Backup Links proposal.

Motion made by Alderman Mayer and seconded by Member Litwin to approve the 2017 Technology Capital Proposal projects, priorities, and funding levels as submitted. Upon vote, Ayes-All, motion carried.

VIII. Layer 3 Network Upgrades Project – Capital Outlay

IT Director Jim Matelski presented this item to the Commission members via a PowerPoint presentation. Discussion was held.

Motion made by Member Webler and seconded by Member Litwin to approve the recommendation of the IT Director to work with Paragon Development Systems on their HP solution for the Layer 3 Network Upgrade Project and getting their proposal closer to the $65,000 available budget amount and receiving additional consulting hours more in the range of 16 to 24 hours. Upon vote, Ayes-All, motion carried.

IX. Director's Report on IT Operations

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

-Fire Department temperature-controlled cabinets are complete and under budget by $19,000.

-GIS Edit App: Looking at Leeward Consulting to help with data normalization (cleansing). An ETL module for ESRI is slated to be purchased, which will extend the functionality of the software for bulk data imports and exports.

-Still waiting on CDW to establish access to Symantec portal for e-mail data scrubbing. Delay in pricing dispute, which was Symantec's mistake.

-Moving up to Govern 10.8 – the last in this series of products.

-Firewall form ware updated at Police Department due to the remote access vulnerabilities issue in February.

X. Future Agenda Items.
-Server replacements and migration to VMware.
-Website layout and design options.
-State of the City of Franklin internetwork.
-Review goals and objectives of the Strategic Technology Plan.

XI. Next Meeting Date: August 24, 2016.

XII. Adjournment

Motion made and seconded by Member Kaur to adjourn the July 27, 2016 Technology Commission Meeting at 8:35 p.m. Upon vote, Ayes-All, motion carried.