

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
MARCH 27, 2013**

- I. The March 27, 2013 Technology Commission Meeting was called to order at 6:07 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, Herman, Webler, Galusha, Surana, and Murphy. Members Kane and Giza were excused. Members Meade and Alderman Olson were absent. Also in attendance was Director of Administration Mark Luberda.

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

- III. Review and approval of the November 28, 2012 Meeting Minutes.

Motion made by Member Webler and seconded by Member Surana to approve the November 28, 2012 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Discussion on Contracted Services & Related Service Delivery Strategies

Director of Administration Mark Luberda presented some background on the history of contracted I.T. services at the City of Franklin and a status update on the personnel turnover that Heartland Business Systems is currently addressing. Vice Chairman Strowig noted that “the vendor we’ve had has had good people that have done good things, proactive things, that are sort of state-of-the-market versus what the City had before which was a vendor that was very much reactive...The difference between the previous vendor and the current vendor is dramatic; so unless there is some other outside force that says we need a lot more people or a different mode of operation, the current firm has been providing good service at a reasonable rate and if they can continue to do that there is no compelling reason to switch”. After lengthy discussion, the unanimous consensus of members present was that there isn’t an inherent benefit to having employees as compared to a contract, that there are some potential cons to employees, that since contracting has worked, and this contractor in specific has worked, this one instance of turnover is not any reason to think that we need to move to employees, and, finally, that there isn’t any reason not to continue to use contracted services as has been the City’s plan.

- V. Frequency of Meetings

Discussion was held on the need for monthly meetings given the frequent cancellation of scheduled meetings. Director of Administration Mark Luberda noted that since the adoption of Act 10, the demand for a greater emphasis and requirement to address personnel issues has caused less development of new issues for the Technology Commission. Nonetheless, he emphasized that the Commission continues to provide invaluable professional guidance that has been of great assistance and benefit to the City. Mr. Luberda noted that the greater level of review of the anticipated budget submission projects has enabled funded projects to move forward without detailed re-review. In answer to questions by the Commission, Mr.

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Luberda noted that provided members are comfortable that the current level of detail and project involvement staff brings forth allows the Commission to continue to achieve their purpose, it would be possible to consider an every-other-month schedule, recognizing the potential for special meetings on the off month.

Member Webler moved that the Administrator take the necessary steps to enable the Commission to move to a bi-monthly regular meeting schedule with additional meetings at the call of the Chair. Seconded by Member Herman. Mr. Luberda noted that an ordinance modification might be required. Upon vote, Ayes-All, motion carried.

VI. Technical Issues Review

No issues.

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

Director of Administration Mark Luberda updated the Commission on the following items:

- a. Update on Financial Software System Project. Director of Administration Mark Luberda noted that the Finance Department has been moving forward with the project and developed a list of requirements for the software. Member Webler noted that at the request of the Deputy Finance Director, he provided some guidance as to software review processes and steps that could be useful. Mr. Luberda indicated that he would follow up to see if it appeared the review remained on track and whether follow up input or review by Member Webler was needed. Mr. Luberda reported that the Finance Department anticipated bringing this item back before them for additional consideration at their next meeting.
- b. Cell Phone Update. Director of Administration Mark Luberda report that he had completed a lengthy review of the new state phone contracts along with the help of Lisa Huening. In the end, he was continuing forward with Verizon as the provider because, in summary, U.S. Cellular was unable to satisfy the technical requirements for the in-ambulance wireless cards, Verizon's 10-month replacement option (compared to 18-month for U.S. Cellular), unclear potential smart phone savings from U.S. Cellular, and the desire to stay with just one vendor for all services. He noted that pricing remains very competitive under the state contracts. He also noted that U.S. Cellular reported that they are actively working on the technical issues relative to the ambulance needs so that after a year or so a subsequent reconsideration may be worthwhile.
- c. Website Enhancements. Director of Administration Mark Luberda noted enhancements that improve the information and flow of information related to the quarries and the addition of the ability to submit photos with the Complaint Form.
- d. Departmental Update. Nothing further to report.

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VIII. Future Agenda Items.

Dale Webler noted the high degree of technical and professional expertise in the technology area that may be available from recent retirees throughout the community and recommended having a discussion on whether or not the City and/or the City's IT contractor's could potentially take advantage of that expertise for general purposes or special projects.

Director of Administration Mark Luberda again noted that the Finance Department anticipated bringing their software selection project back for additional consideration.

IX. Next Meeting Date and Time – May 22, 2013

X. Adjournment

Motion made by Member Murphy and seconded by Member Galusha to adjourn the March 27, 2013 Technology Commission Meeting at 7:28 p.m. Upon vote, Ayes-All, motion carried.