



City of Brockton

Information Technology Board

BILL CARPENTER
MAYOR

BILL SANTOS
CHAIRMAN

Members; Shirley Asack, Tobias Cowans, Brian Creedon, Mark D'Agostino, Neal Fama, Christopher Hill, John O'Donnell, Aldo Petronio

Date: January 11, 2019
To: IT Board Members
From: Bill Santos, Chairman
Re: Minutes of Meeting January 9, 2019

Call to Order: 9:49

Members Present: Shirley Asack, Tobias Cowans, Brian Creedon, Mark D'Agostino, Kevin Galligan, John O'Donnell, Chairman Bill Santos

Members not present: Neal Fama, Aldo Petronio

- 1) Approval of Minutes – The minutes of November 11th meeting were accepted.
- 2) Old Business – Items in discussion
 - GIS Update / Currently working on subdivision / Maps are being updated
 - Open Check book / Adding detail – Clear Gov, & Excel download
 - WOMBAT / Security Training
 - HR Direct Deposit / Mail Server / ESS – Bill has scheduled meeting with City Auditor
 - Google / 75 email limit / In the process of getting quotes for list server
 - Web Design & Permits Update / Zenny fixing some permit items / Website looks good
 - Street Light project update / 7000 LED light – need software training
 - Camera software monitoring
 - Retirement Board / Security / Charge to drop box / MUNIS
 - Microwave data & voice backup / Fire / getting quotes
 - Permits & Code Enforcement / moving forward with permits and fines.
- 3) Discuss Policies, Procedures and Standards – will be pursuing policies with new Human Resource Director
- 4) New Business – Items in discussion
 - Phone systems messages at City Hall too long / Tobias will review and may revise.
 - IT Security at City Hall

“City of Champions”

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Meeting Adjourned: 11:07

Next meeting will be **Wednesday**, February 13th at **9:45am** in the IT Office at City Hall Room B-4 on the basement level.