

## IT COMMITTEE MINUTES

COMMITTEE: I.T.  
DATE: WEDNESDAY, AUGUST 21, 2019  
TIME: 4:30 P.M.  
PLACE: CHAIRMAN'S OFFICE

### CALL TO ORDER

Tallier called the meeting to order at 4:30 p.m. and read the agenda.

### ROLL CALL

Members Present: Bunda, Pethers, & Tallier

Absent: Gallion

Other Member: John Dennee

Others present: Nora Matuszewski, James Whiteaker, & Amber Whiteaker

### APPROVE AGENDA

Motion by Dennee to approve the agenda as presented, second by Bunda. All present voting AYE. Motion carried.

### APPROVAL OF JULY 24, 2019 MINUTES

Motion by Bunda to approve the July 24, 2019 minutes, second by Dennee. All present voting AYE. Motion carried.

### PUBLIC COMMENT ON AGENDA ITEMS

A. Whiteaker asked Dennee how many phones are over at the Sheriff Department.

### DISCUSSION ON CURRENT INFORMATION TECHNOLOGY POLICY

J. Whiteaker pointed out quite a few things in the policy that was sent to everyone for review that was not applicable or outdated. There was a question as to whether WCA could help the County with this policy as they help the Sheriff Department with their policy (Lexipro). Could the County have them do the same thing or possible copy what the Sheriff Department has?

Motion by Bunda to have Dennee contact WCA about Lexipro to see if they could help make a policy similar for the County, second by Pethers. All present voting AYE.

Motion carried.

### DISCUSSION ON CLOSED CAPTIONING

There was discussion on closed captioning given by Naunkca. Motion by Bunda to allow Pethers to contact Jim Walsh to see if the County can put the minutes and audio on the County website, second by Dennee. All present voting AYE. Motion carried.

### DISCUSSION ON DEPARTMENT HEADS WORKING WITH GIS, ZONING, FORESTRY, REGISTER OF DEEDS, AND EMERGENCY GOVERNMENTS

There was discussion on department heads working with GIS, Zoning, Forestry, Register of Deeds, and Emergency Government given by Naunkca. Naunkca needs to set up a

meeting with all department heads to talk about on-line possibilities, sharing data, and what will be best for all departments.

#### DISCUSSION ON CYBER SECURITY WITH EMPLOYEES AND DEPARTMENT HEADS

There was discussion and motion on cyber security with employees and department heads given by Naunkca. Naunkca will set up a security refresher for all current employees, and all new employees will have orientation courses and cyber security training. Motion by Bunda to provide orientation and cyber security training for all new employees, second by Dennee. All present voting AYE. Motion carried.

#### FUTURE AGENDA ITEMS

Future Agenda items:

- Discussion on department heads working with GIS, Zoning, Forestry, Register of Deeds, and Emergency Government
- Send out to employee's spoof emails and calls suggested by Matuszewski and Naunkca
- Set up a joint closed session meeting with Emergency Management and Risk Management on Courthouse Security
- Next meeting date: Wednesday, September 25, 2019 at 4:30 p.m. in the Chairman's Office.

#### ADJOURNMENT

There being no further business, motion by Dennee to adjourn, second by Bunda. All present voting AYE. Motion carried. Meeting adjourned at 5:15 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled IT meeting.