City of Brockton
Information Technology Board

BILL CARPENTER MAYOR	**BILL SANTOS** CHAIRMAN

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

Date: November 19, 2018
To: IT Board Members
From: Bill Santos, Chairman
Re: Minutes of Meeting November 14, 2018

Call to Order: 9:50
Members Present: Shirley Asack, Tobias Cowans, Brian Creedon, Neal Fama, John O'Donnell, Aldo Petronio, Chairman Bill Santos
Members not present: Mark D'Agostino, Kevin Galligan

1) Approval of Minutes – The minutes of September 12th 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.

"City of Champions"

Meeting Adjourned: 11:02

<u>Next meeting will be Wednesday, December 12th at 9:45am in the IT Office at City Hall Room B-4 on the basement level.</u>