



# City of Brockton

## Information Technology Board

ROBERT F. SULLIVAN  
MAYOR

EDWARD MEDEIROS JR.  
CHAIRMAN

*Members; Emmanuel Evora, Kim Tsai, Neal Fama, Christopher Hill,  
John P. O'Donnell, Claudio Gomes, Geoffrey Keenan, Jean Bradley Derenoncourt*

## INFORMATION TECHNOLOGY BOARD MEETING

### Minutes September 11, 2025

*Present:* Edward Medeiros Jr., John O'Donnell, Emmanuel Evora, Geoffrey Kennan, Neal Fama, Kim Tsai

*Excused:* Jean Bradley Derenoncourt, Claudio Gomes, Christopher Hill

*Call to Order:* 1:01 p.m.

The reading of the minutes from May 8, 2025, was waived. Motion by Neal Fama, seconded by Geoffrey Keenan.

#### Old business:

- a. The Law Department will be moving back to its previous location. The construction foreman predicts the move will happen sometime in November.
- b. Currently there is a known issue with the tax bills, which is also affecting other communities. We are actively working with MUNIS to ensure this problem is fixed. Everything else looks good. January is our cutover date goal. In the meantime, we need to start looking into training for the new modules. Geoffrey Keenan requested purchasing an inventory module to fully complete and functionalize the new asset module for his department.
- c. There has been no movement on the software upgrade for the Assessor's Office. However, the Fire Department's software upgrade is nearing completion.
- d. There were no cuts to any of the budget requests. The training fund was restored and the new Public Safety Building has a dedicated training space.

*"City of Champions"*

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- e. The installation of the city fiber is nearly complete, and the secondary internet connection is fully established. The first delivery of supplies and equipment is scheduled to be installed by next Wednesday and afterwards the system testing will begin. We are currently waiting on the delivery of AV screens. While there is no delivery and installation date set for the radio system, this will not delay the overall schedule and operations can proceed without it. Road widening around the building is still ongoing and is expected to be finished by late November or early December. The desks are being delivered the first week of October. Some of the departments will be able to move in shortly thereafter.

New business:

- a. The year end went smooth and as anticipated.
- b. The Desktop Support Specialist joined the team a few months ago, possesses relevant certifications and schooling and is performing really well.

Announcements:

- a. The passing of Dan Vigeant is a tremendous loss. He was extremely knowledgeable in his role and known by all as a genuinely kind person. He will certainly be missed by everyone who had the pleasure of working with him.

*Adjourned:* 1:24 p.m.

*Next Meeting:* Thursday, November 13, 2025 @ 1:00 p.m.

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