

Information Technology Advisory Committee Meeting
Madison Heights, Michigan
April 22, 2024

An Information Technology Advisory Committee Meeting was held on Monday, April 22, 2024 at 5:30 PM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

PRESENT

Member Brian Davis
Member Ty Dolin
Member Dale Gardner
City Manager Melissa Marsh
Ex-Officio Member Cheryl Rottmann
Member Paul Timmins
Member Scott Tuller
Council Representative Mark Bliss
Council Representative Alternate William Mier

ABSENT

Member Curtis J. Kogelman
Alternate Robert Didur

OTHERS PRESENT

Skynet Project Engineer Tim Bank
Skynet On-site Lead Engineer Colin Wynn

City Manager Marsh stated that Chair Kogelman was not available to attend the meeting due to traveling out of the country. She requested a motion to appoint a Chair for today's meeting.

1. Appointment of ITAC Meeting Chair for the Meeting.

Motion to appoint Council Representative Bliss to Chair the meeting.

Motion made by Timmins, Seconded by Tuller.

Voting Yea: Davis, Dolin, Gardner, Marsh, Rottmann, Timmins, Tuller, Bliss

Absent: Kogelman

Motion carried.

2. ITAC Meeting Minutes of October 23, 2023.

Motion to approve the ITAC Meeting Minutes of October 23, 2023, as printed.

Motion made by Gardner, Seconded by Timmins.

Voting Yea: Davis, Dolin, Gardner, Marsh, Rottmann, Timmins, Tuller, Bliss, Council

Absent: Kogelman

Motion carried.

MEETING OPEN TO THE PUBLIC

There were no members of the public wishing to speak.

Ty Dolin - Skynet Innovations Quarterly Business Review

Skynet Support Services Manager Ty Dolin presented the Quarterly Report to the ITAC membership. He reviewed the status of various projects and discussed topics including hardware, business applications/software, security, continuity, and the 2024 Technology Plan. He provided a list of completed and upcoming IT projects.

Discussion on Disaster Recovery Plan

On-site Lead Engineer Colin Wynn presented the draft Disaster Recovery Plan to the board, noting that once it is finalized, it will be reviewed on a quarterly basis. Discussion was held on the specifics of the plan.

In response to Member Tuller's question, Project Engineer Bank stated that the lights out testing should take place quarterly and application testing with owners should take place annually.

City Manager Marsh stated that application testing of backups is not currently in the service agreement, and she requested a quote for budgeting purposes. Project Engineer Banks added that he anticipates when the testing is done the first time, it will take approximately 45-60 hours and then annually, testing should be approximately 45 hours.

Discussion on Cyber Security Platform

Discussion was held on the benefits of moving the Cyber Security Platform to Black Point 7, with Engineer Banks noting it was a more responsive full solution as well as cost neutral.

It was the consensus to have the audit and compliance testing reporting highlighted in the Quarterly Business Review.

City Manager Marsh stated that she would follow up on the availability of grant funding for cyber security improvements.

NEW BUSINESS:

It was the consensus to approve the implementation of a Barracuda external filter warning on city emails.

Council Representative Bliss requested that Skynet research the process of converting the City's emails and website to .gov.

ADJOURNMENT:

Having no further business, Chair Bliss adjourned the meeting at 6:18 p.m.