

# **AD HOC TECHNOLOGY ADVISORY COMMITTEE**

## **Meeting Minutes**

Date: February 12, 2009

### **A. Roll Call**

Present were Rob Jacobson, Darci Dammen, Kathi Meier and Al Gerber. Alderperson Hanson was absent.

### **B. Correction of Minutes**

None

### **C. Business:**

#### **1. Discuss and possibly recommend public television broadcast of regular City Council Meetings**

This item has been tabled until the next meeting.

#### **2. Discuss and possibly recommend requests for SMG services**

Discussion to place to request the following:

- Purchase and install Eset an Anti-virus software. Also setup and maintain a centralized station to view the activity.
- Provide a recommended list of preventative computer maintenance steps for users.
- Advise all users regarding proper backup techniques and assist where one does not exist.

Motion made by Meier and seconded by Gerber. Motion carried.

#### **3. Discuss and possibly recommend the commissioning of a complete computer and networking review.**

Discussion took place. Gerber made a motion and Dammen seconded. Motion carried.

#### **4. Discuss and possible recommend the expansion of training and access to the City financial software.**

Discussion took place. Chairperson Jacobson will talk with department heads and discuss their needs.

#### **5. Set next meeting.**

Next meeting has been set for Thursday, March 12<sup>th</sup>.

### **D. Adjournment**

Motion made by Meier and seconded by Gerber. Motion carried.