

# **AD HOC TECHNOLOGY ADVISORY COMMITTEE**

## **Meeting Minutes**

Date: October 29, 2009

### **A. Roll Call**

Present were Rob Jacobson, Al Gerber, Darci Dammen, Kathi Meier and Barb Berget.

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

None

### **C. Business:**

#### **1. Discuss progress of anti-virus installation on City PC's**

Rob said the software has been purchased and was given to SMG in August. It has been installed on numerous computers and Rob will continue monitoring the progress.

#### **2. Discuss ongoing problems with computer networks and impact on City Departments**

Barb Beget was present to discuss the numerous problems the south side of City Hall has had with internet connection and sending files electronically. This is becoming a major issue since the Department of Revenue is requiring files be sent electronically versus on paper.

#### **3. Discuss current SMG Contract**

The contract was reviewed and Meier made a motion with a second by Gerber to invite the City Attorney and Mayor to our next meeting to discuss this.

#### **4. Discuss possible creation of an RFP for Information Technologies Contracts for 2011**

Requests for Written Proposals was discussed and the action plan is to send out by March 1<sup>st</sup>. Dammen made the motion with a second by Gerber. Motion Carried. Work will continue on the RFP at the next meeting.

Next meeting has been scheduled for Tuesday, November 3<sup>rd</sup> at 9am.

### **D. Adjournment**

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