



## TECHNOLOGY ADVISORY COMMITTEE

Draft Minutes

Meeting of March 5, 2020

**Present:** Roger Palmer, Councilman Tony Gennaro, Councilman Anthony Mangiafico, Joe Samolis, Brian Robillard, Councilman Grady Faulkner, Bryan Skowera (Staff), Karen Warren (arrived at 6:08pm).

**Absent:** Foster Charles, Lauren Middleton, Michael Skott (Staff)

**Call to Order** Roger Palmer calls the meeting to order at 6:01pm.

**Approval of Minutes** Joe Samolis made a motion to approve the meeting minutes. Councilman Gennaro seconded the motion. The motion passed unanimously.

### **Public Comments**

No one from the public was in attendance.

### **Old Business**

#### **Disaster Backup and Recovery Plan**

Bryan Skowera explained that the creation of this documentation is still in progress and it should be ready by the next meeting. He re-emphasized that there is a plan in place however the recovery plan isn't formally documented.

#### **Five Year Strategic Plan**

Bryan presented the finished draft to the committee explaining each part:

#### **FY21 Budget**

Bryan presented to the committee the final, submitted numbers.

### **New Business**

#### **OnBase Plan Review**

Joe Samolis described how the program is being utilized and how it works. For phase 1 of this review, Joe is working in a test environment to ensure the program works to his standards.

#### **Procedures for Communications for Common Council Meetings Held Outside City Hall**

Bryan explained that there is no city ordinance requiring Common Council meetings be recorded although there have to be meeting minutes.

Discussion regarding publicizing meetings through social media to encourage a greater community awareness and attendance at those meetings followed

### **Discussion of Items to be Placed on Next Agenda**

- Update on GIS Project

- Brainstorm ideas to help the Pride Parade be a more functional event (Ensure there's enough cellular bandwidth & ride sharing pick up zone options.)

**Adjournment**

The Committee adjourned at 7:13 pm on a motion by Councilman Gennaro. Councilman Faulkner seconded the motion.

DRAFT