

Menasha aldermen occasionally attend meetings of this body. it is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting; (No official action of any of those bodies will be taken).

**CITY OF MENASHA
IT STEERING COMMITTEE
Gegan Room, Menasha Public Library
440 First Street, Menasha**

March 18, 2009

8:15 AM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [January 28, 2009](#)
- D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THIS AGENDA.
(five (5) minute time limit for each person)
- E. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Committee monthly update on status of projects/operations/costs
- F. ACTION ITEMS
 - 1. Committee discussion on developing an employee intranet site on the City's Network
 - 2. Committee discussion on entering into an agreement with Accent Business Solutions for printer management
 - 3. Committee discussion on next IT Steering Committee Meeting Date – April 15, 2009
- G. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Menasha aldermen occasionally attend meetings of this body. it is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting; (No official action of any of those bodies will be taken).

**CITY OF MENASHA
IT STEERING COMMITTEE
Third Floor, Council Chambers
140 Main Street, Menasha**

January 28, 2009

8:15 AM

MINUTES

A. CALL TO ORDER

Meeting called to order at 8:15 AM by CHAIRMAN Wisneski.

B. ROLL CALL/EXCUSED ABSENCES

Present: CHAIRMAN Wisneski, AP Beckendorf, COMP Stoffel, ITMgr Lacey, PC Stanke and PWS Jacobson

Also Present: CA Brandt, ITSupv James and Mr. Larry Schmitz of Common Sense Solutions LLC

C. MINUTES TO APPROVE

1. [January 21, 2009](#)

Motion by PC Stanke, seconded by ITMgr Lacey to approve the minutes of the January 21, 2009 IT Steering Committee meeting. Motion carried

D. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THIS AGENDA.

(Five (5) minute time limit for each person)

NONE

E. ACTION ITEMS

1. [Committee discussion and recommendation on entering into an agreement with Menasha Utilities for increased bandwidth](#)

Motion by PC Stanke, seconded by ITMgr Lacey to recommend acceptance of the Agreement with Menasha Utilities for increased bandwidth to the Common Council. ITMgr Lacey explained that this is a straight pass through of cost as charged by Time Warner. The Utility is not making any profit on this agreement, only covering direct cost. Mr. Larry Schmitz also explained that

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

this is a dedicated 10 Meg fiber internet connection for the City; no one else can use our bandwidth. The monthly cost is \$1,400 which was included in the 2009 approved Information Technology Budget. There was additional explanation on other parts of the agreement by Mr. Larry Schmitz, CA Brandt and ITMgr Lacey. Motion carried.

F. ADJOURNMENT

Motion by PC Stanke, seconded by AP Beckendorf to adjourn. Motion carried. Meeting adjourned at 8:40 AM.

Respectfully submitted,

Thomas Stoffel
Committee Secretary

DRAFT