

CITY OF MENASHA
IT Steering Committee
Gegan Room, Menasha Public Library
June 18, 2008

MINUTES

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1. CALL TO ORDER

Meeting called to order at 8:17 AM by CHAIRMAN Wisneski.

Present: CHAIRMAN Wisneski, AP Beckendorf (8:25), COMP Stoffel, ITMgr Lacey and PC Stanke

Excused: HR Specialist Taubel and PWS Jacobson

Also Present: HR Admin Asst. Clausing and ITSupv James

2. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

A. [Approval of minutes of May 21, 2008 IT Steering committee meeting](#)

Moved by ITMgr Lacey, seconded by PC Stanke to approve the minutes of the May 21, 2008 IT Steering Committee meeting.

Motion Carried on voice vote

Results:

3. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

A. [Committee monthly update on status of projects/operations/costs](#)

ITMgr Lacey distributed the monthly IT Department update. He informed the Committee that the e-mail archiving solution needed to comply with the open records laws had been purchased. ITMgr Lacey had also visited Winnebago County offices with members of the Police Department to view the mug shot/booking process there. In response to an inquiry, there is a meeting today to discuss some issues with the toner/printer maintenance agreement discussed at a previous IT Steering Committee meeting. That agreement should be brought back to the Committee at its next meeting.

4. ACTION ITEMS

A. [Committee discussion and recommendation on changes to City Code, Chapter 4, Section 3-4-1, Disposal of Lost, Abandoned and Surplus Property](#)

Moved by PC Stanke, seconded by AP Beckendorf to recommend Ordinance 0-9-08 to the Common Council for approval.

Motion Carried on voice vote
Results:

B. Committee discussion and recommendation on next IT Steering Committee meeting date - July 16th, third Wednesday

After discussion, by consensus of the members present, the next Information Technology Steering Committee meeting will be held on Wednesday, July 16th, at 8:15 AM in the Gegan Room of the Menasha Public Library.

5. ADJOURNMENT

A.

Moved by PC Stanke, seconded by ITMgr Lacey to adjourn at 8:33 AM.

Motion Carried on voice vote
Results:

Respectfully submitted,

Thomas Stoffel
Committee Secretary