

**TOWN OF SOMERS
IT GOVERNANCE COMMITTEE
REGULAR MEETING MINUTES
Town Hall – Selectmen’s Conference Room
Wednesday, April 6, 2022**

1. Call to Order

Bill Meier called the meeting to order at 3:00pm.

2. Members Present

In attendance were Joe Tolisano, Bill Meier, Brian Czapla, and Mike Marinaccio. Guest attendees were Brian Wissinger and Adam Suzor.

3. Report from Suzor IT

a. Introductions

b. Implementation Schedule

Adam reported that we are near the end of phase 3 of our implementation schedule. That phase is where they begin to make recommendations on changes and upgrades.

4. Review IT Requests

Brian Wissinger presented a request for \$340,000 to convert the Town and Board of Education’s accounting software to iVisions (\$85,000), transition to Microsoft Office 365 (\$20,000), upgrade town-wide Wi-Fi and switches (\$100,000), begin a 2-year computer replacement program (\$100,000), and upgrade the audio/visual components of the Town Hall Auditorium (\$35,000).

Bill Meier inquired about policies and training in regards to cybersecurity for the Town. Adam stated that they have policies and will bring them to the next meeting and that they are also in the process of creating and hiring staff to head up a new security team and should have more information on that in July as well.

Bill asked for metrics regarding number of assets, users, and helpdesk statistics. Adam said he would bring that in July as well.

Mike asked for project reports for all approved items at each meeting so that the committee is updated with the status of project transitions and conversions.

Everyone on the committee was very pleased with the recommendations and the level of service being received from Suzor IT.

5. Approval of 2022 Regular Meeting Schedule

Brian Czapla made a motion to recommend to the Board of Selectmen the request for \$340,000 for IT upgrades, seconded by Joe Tolisano. A lengthy discussion followed. A unanimous decision followed.

6. Approval of Minutes

a. October 6, 2021 Special Meeting

Brian Czapla made a motion to approve the minutes as presented, seconded by Joe Tolisano. There was no further discussion and a unanimous decision followed.

b. November 3, 2021 Special Meeting

Brian Czapla made a motion to accept the minutes as presented, seconded by Joe Tolisano. There was no further discussion and a unanimous decision followed.

7. Adjournment

Brian Czapla made a motion to adjourn at 4:02 pm, seconded by Joe Tolisano. There was no further discussion and a unanimous decision followed.

Respectfully Submitted,

Brian Wissinger

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING