TOWN OF SOMERS
IT GOVERNANCE COMMITTEE
REGULAR MEETING MINUTES
Town Hall – Selectmen's Conference Room
Wednesday, October 5, 2022 at 3:00pm

1. **Call to Order**
   Bill Meier called the meeting to order at 3:00 pm.

2. **Members Present**
   In attendance was Bill Meier, Joe Tolisano, Mike Marinaccio, and Paul Russel. Also in attendance was Brian Wissinger and Josh Rogers from Suzor IT.

3. **Discussion on New Member to Replace Retired Superintendent**
   A discussion was had and agreed that Brian would reach out to the schools and request that Stephanie Levin and Rob Wilson both attend the next meeting and then choose which of them best fits the role.

4. **Report from Suzor IT**
   a. **Updates**
      i. **365 Transition**
      ii. **New Wi-Fi Hardware Upgrade**
      iii. **Computer Replacement FY2023**
   b. **Review of Help Desk Ticket Data**
   c. **Capital Plan/Replacement Schedule for FY2024**
   d. **Policies**
      i. **Cybersecurity**
      ii. **Multi-Factor Authentication (MFA)**
   e. **Cyber Risk Insurance**
   f. **Infrastructure as a Service Proposal Discussion**

   Josh updated the Committee on all of the current projects and their timelines. Josh stated that they would begin creating the capital plan/budget and replacement schedule for the next fiscal year.

5. **Financial Software Migration Update**
   The training calendar is being created and the plan is to begin training in April to be ready for a go-live on October 1, 2023.

6. **PermitLink (Land Use) Online Permitting Software Update**
   Everything is functional and payments are being processed. This software has allowed better workflow and accountability for projects.

7. **Recommendations to Board of Selectmen**
   At this time there were none.

8. **Approval of 2023 Meeting Calendar**
   Joe Tolisano made a motion to accept the calendar as amended, seconded by Paul Russel. There was no further discussion and a unanimous decision followed.

9. **Approval of Minutes**
    a. **July 6, 2022 – Regular Meeting**
       Mike Marinaccio made a motion to approve the minutes as presented, seconded by Joe Tolisano. There was no further discussion and a unanimous decision followed.

10. **Other Business**
    The committee toured the data center to see what hardware we currently have and our setup for networking.

11. **Adjournment**
    Joe Tolisano made a motion to adjourn at 4:14 pm, seconded by Mike Marinaccio. There was no further discussion and a unanimous decision followed.

Respectfully Submitted,

Brian Wissinger

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING