

**TOWN OF SOMERS
IT GOVERNANCE COMMITTEE
SPECIAL MEETING MINUTES
Town Hall – Selectmen’s Conference Room
Wednesday, April 19, 2023, 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, Mike Marinaccio, and Joe Tolisano via telephone. Also in attendance was Brian Wissinger, Adam Suzor, and Mark Given from Suzor IT.

3. Report from Suzor IT

a. Updates

i. 365 Transition

ii. New Wi-Fi Hardware Upgrade

iii. Computer Replacement FY2023

Adam updated the committee on internal changes within the company, separating them into a Municipal and an Education division.

b. Review of Help Desk Ticket Data

There were 8 open tickets with an average time of 2.1 days since inception. All tickets were low severity and will be handled when the tech is on-site the next time.

c. Policies

i. Cybersecurity

ii. Multi-Factor Authentication (MFA)

Adam gave the Committee 2 draft policies to review and adjust as needed. The committee will work to complete these and send them to the Board of Selectmen for approval in the coming month.

4. Recommendations to Board of Selectmen

There were none.

5. Approval of Minutes

a. January 18, 2023 – Special Meeting

A voting quorum was not present to approve. Minutes will be approved at a future meeting.

6. Adjournment

Mike Marinaccio made a motion to adjourn at 4:00 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