Meeting Minutes  
Berkley Technology Advisory Committee  
March 20, 2019

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>ABSENT:</th>
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<tbody>
<tr>
<td>Mark Owens</td>
<td>Dave Jacobs</td>
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<tr>
<td>Stan Lisica</td>
<td>Aaron Pace</td>
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<tr>
<td>Mike Swantek</td>
<td>Steve Baker</td>
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<td>John Correia</td>
<td>Anna Luptak</td>
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<td>Jim Cannon</td>
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FEBRUARY MINUTES APPROVAL

Motion to approve: Swantek  
Seconded: Correia, Lisica

YES: 4  
NO: None

COMMENTS FROM CITY STAFF

- Stan: AUP is still being reviewed, no update. Stan reviewed the City Budget, discussed possible security awareness training of staff with company called Wizer. Wizer being used for other city staffs apparently. Progress on mapping of sewer and water mains. Discussed creation of new conference room space in the former court. Committee discussed the ability to attend the security awareness training as well. Swantek mentioned the ability of TAC volunteers to provide pro-bono training to city staff for certain software and systems.

COMMENTS FROM COUNCIL LIAISON

- Steve: Not present

ORDER OF BUSINESS

- Thorough review of IT budget for fiscal year 19/20. Discussion around PC replacement, Office licensing. Power PDF purchased for several departments. Good review after a month.
- Presentation will be made on Wednesday March 27th by Mike Frye for an app they have created to request on-street parking from Public Safety via mobile device by Berkley residents.
- Discussed reviewing additional volunteers for the Berkley TAC.
- Stan informed us that the City Hall cleanup was just about complete and didn’t need our help.
• Stan mentioned that we could do some tagging of network lines in several buildings to help.
• Stan had idea to utilize existing GPS system to help identify city lines like water and sewer, and manhole covers in city during mapping process.

ASSIGNMENTS FOR NEXT MEETING
• Jim Cannon to meet with Stan prior to next scheduled meeting to go over Disaster Recovery plans.
• Stan to use Teams site for more virtual collaboration between meetings.

VOTE FOR NEXT MEETING TIME

Proposed meeting date and time: April 17th – 6:30pm – Location TBD

YES: Lisica, Owens, Cannon, Correia, Swantek
NO: None