

CITY OF PORT WASHINGTON
Technology Committee Minutes
November 20, 2012

1. Roll Call: David Nimmer called the meeting to order at 4:00 pm. Present: Tom Hudson, Mike Keller, Ross Kroeger, Ron Voigt, Judy Klumb, Susan Westerbeke, Mark Grams, and Randy Tetzlaff. Absent and Excused: Doug Biggs, Bonnie Meyer, Louise Lusty, Nate TeWinkel, and Mike Toellner.
2. Old Business:
 - a. Previous Minutes: A motion was made by Ron, seconded by Judy to approve the minutes of the October 18th meeting. All voting aye, the minutes were approved.
 - b. 2013 Budget Expenditures: Included in the budget was \$15,000 for software and \$6,400 for hardware. Software upgrades are the 1st priority including Windows 7 and Office 2010. There was also discussion about the use of Windows 365 and Open Office.
 - c. County Tech Resources Update: Jason Dzwinel, Assistant County Administrator provided the most recent information on county plans—
 - No visible changes; the city can continue to utilize the services of the Tech Resources department;
 - Moving to a web-based platform;
 - Will be using Datamax from Sheboygan;
 - Will use helpdesk functions;
 - Objective is to go “paperless”
 - City Council and Plan Commission may be able to tie into streaming or You Tube meeting broadcasts
 - d. AV Equipment Update: Ross has the audio operating again. Long-term, streaming or You Tube must be considered.
 - e. Electronic Packets for Council and Committee Members: Item tabled.
3. New Business:
 - a. Technology Plan: David distributed handouts that contained background, examples of vision statements. Mission, and strategic goals. There was discussion and agreement on a 3-year shelf life; the group for the most part liked the following vision statement: “Information technology will enhance the City of Port Washington’s ability to deliver customer-centered, cost-effective, quality programs to the City’s growing population and businesses. Tom agreed to try tweaking the statement for review at our next meeting. The mayor and David will continue to work on the plan and discussion will continue at the next meeting.
 - b. Technology Questionnaire: The results for those departments who submitted responses were reviewed. Judy will follow-up with those not yet responding.
4. Any Other Business That May Come Before The Committee: None
5. Adjournment: A motion was made by Judy and seconded by Mike to adjourn. All voting aye, the meeting adjourned at 5:04 pm.