

CITY OF PORT WASHINGTON
Technology Committee Minutes
September 10, 2013

1. Roll Call: David Nimmer called the meeting to order at 8:36 a.m. Present: Tom Mlada, Tom Hudson, Mark Grams, Judy Klumb, Doug Miller, and Bonnie Meyer. Absent and excused: Mike Keller, Ross Kroeger, Ron Voigt, Susan Westerbeke, Doug Biggs, Louise Lusty, Nate TeWinkel, and Mike Toellner.
2. Old Business:
 - a. Previous Minutes: Motion by Mark Grams, seconded by Randy Tetzlaff to approve the minutes of the November 20, 2012 meeting. All voting aye, the minutes were approved.
3. New Business:
 - a. Technology Plan: The Background for the Technology Plan was tabled. The committee reviewed the strategic goals and the committee identified elements that they wanted to use. The committee agreed to review and evaluate the software and hardware for the City every 3 years. A motion was made by Randy Tetzlaff, seconded by Mark Grams to approve the Technology Plan strategic goals and elements as presented. All voting aye, the motion passed.
 - b. Approve Software expenditures for 2013: The committee wants to upgrade the operating systems on all machines to Windows 7 and all software to Microsoft Office 2013. Members discussed using the Cloud and Google Docs for technical items. Members will be evaluating departments to see if their machines are capable to run Windows 7 and Microsoft Office 2013. A motion was made by Tom Hudson, seconded by Judy Klumb to approve the Software expenditures for 2013 as presented. All voting aye, the motion passed.
 - c. Technology Plan: These items are still being worked on. Members are looking at models for the Mission Statement.
 - d. Review of Technology Questionnaire for Department Heads: David Nimmer asked that members review the questionnaire and that Doug Miller fill out a questionnaire for the committee.
4. Any Other Business That May Come Before The Committee:
 - a. MSI, the municipal software that the City uses was reviewed. Modules were looked at. Judy Klumb reviewed with the Committee that the Utility Billing module does have e-billing and direct debit capabilities and should be looked into. Doug Miller stated that he wanted to have Water Billing payments, Dog Licensing Payments, Parking Ticket Payments and Parking Permits on some web-base system.
5. Adjournment: A motion was made by Tom Hudson and seconded by Judy Klumb to adjourn. All voting aye, the meeting adjourned at 9:33 a.m.