

**CITY OF FRANKLIN
TECHNOLOGY COMMISSION MEETING MINUTES
DECEMBER 8, 2021**

As both the Chair and Vice Chair were not in attendance for this meeting, the first order of business was election of a temporary chair. Member Farney volunteered to act as temporary chair for this meeting. Motion made and seconded to elect Member Farney as temporary chair for the meeting of December 8, 2021. Upon vote, Ayes-All, motion carried.

- I. The December 8, 2021 Technology Commission Meeting was called to order at 6:04 p.m. in the Hearing Room of Franklin City Hall.

IT Director Jim Matelski took roll call; a quorum was present. Members present were Alderman Mayer, Surana, Mackensen, Farney, and Tischer. Members Meade, Strowig, Webler, Galusha, Rehberger, and Kaur were excused. Also in attendance was IT Director Jim Matelski and Director of Administration Peggy Steeno.

- II. Citizen Comment Period – One citizen was present that spoke regarding the Fire Department cell tower and concerns regarding the numerous cell repeaters and research and concerns related to 5G.

- III. Review and approval of the October 27, 2021 Meeting Minutes.

Motion made by Member Surana and seconded by Alderman Mayer to approve the October 27, 2021 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. 2021 IT Projects in Review

IT Director Matelski presented this item to the Commission summarizing the IT projects performed in 2021. Discussion was held. Informational item only – no action taken.

- V. Identification and Access Control Policy

Motion made by Member Mackensen and seconded by Member Farney to enter closed session for this subject matter pursuant to Wis. Stat. § 19.85(1)(d), to consider strategy for crime prevention, and the implementation of a program and policy and tools therefore for crime prevention, i.e., cyberattack prevention and technological crimes in relation thereto, for the protection of the City's technical and information infrastructure and the City officials, employees and the public who use the system, and also pursuant to Wis. Stat. § 19.85(1)(e), for competition and bargaining reasons with regard to the prevention protection program and this subject matter, and the investing of public funds in relation thereto, and to reenter open session at the same place thereafter to act on such matters discussed. Upon vote, Ayes-All, motion carried.

- VI. Update Regarding Fiber Network to Access Internet Services for City Business Operations

Director of Administration Peggy Steeno updated the Commission regarding the fiber network to access Internet services for City business operations. Discussion was held. Informational item only – no action taken.

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VII. Technical Issues Review

- **Two-Factor Authentication.** The Microsoft Exchange project is currently on hold and the architecture is being re-examined due to recent changes in scope and requirements. Due to growing security needs necessary for IT insurability, two-factor-authentication will need to be implemented for VPN and Enterprise Messaging (a.k.a. Microsoft Exchange) and fully incorporated into remote access solutions. Implementation of two-factor authentication will prove to be challenging, in that the potential solution needs to be implemented across at least two disparate vendor systems (Palo Alto and Microsoft) while remaining as transparent and easy to use for the end user as possible. Two-factor authentication may be easier to implement within cloud-based (hosted) versions of Exchange, which will require attention and education to additional solutions beyond existing on-premise systems. Any recommendations or insights into two-factor authentication being used by other companies and organization would be helpful. At this time, IT is looking at a wide variety of potential security solutions and is highly open to suggestions and experiences.

VIII. Director's Report on IT Operations

- **GCS/LandNav Hosted Services.** The Milwaukee County GCS shared hosted services project has been postponed. The project will resume in Quarter 1 of 2022. It is estimated that all municipalities will have to be converted to the County's portal by August of 2022. The delay of the project is very much welcomed, as migrating all Milwaukee County municipalities to a new system within 60 days was widely considered to be unrealistic. The new project times are far more accommodating and will promote testing the system fully before rolling over to production.

IX. Future Agenda Items.

- Incident Response Policy
- 2022 IT Budget
- Fiber Network to Access Internet Services for Franklin Business Operations
- Physical Security Improvement Project
- City Website Update
- Strategic Technology Plan & Cyber Security Component
- Exchange Migration
- Migration of Servers to the DMZ
- Security Patch Distribution and Issues
- GCS Migration to Web Application
- Two-Factor Authentication

X. Next Meeting Date: Wednesday, January 26, 2022 – 6 p.m.

XI. Adjournment

Motion made by Member Mackensen and seconded by Member Tischer to adjourn the December 8, 2021 Technology Commission Meeting at 8:32 p.m. Upon vote, Ayes-All, motion carried.