

**CITY OF FRANKLIN  
TECHNOLOGY COMMISSION MEETING MINUTES  
FEBRUARY 28, 2022**

- I. The February 28, 2022 Technology Commission Meeting was called to order at 6:05 p.m. in the Common Council Chambers of Franklin City Hall.

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

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 Mackensen volunteered to act as temporary chair for this meeting. Motion made and seconded to elect Member Mackensen as temporary chair for the meeting of February 28, 2022. Upon vote, Ayes-All, motion carried.

- II. Citizen Comment Period – No citizens were present.

- III. Review and approval of the January 26, 2022 Meeting Minutes.

Motion made by Member Webler and seconded by Alderman Mayer to approve the January 26, 2022 meeting minutes as submitted. Upon vote, Ayes-All, motion carried.

- IV. Fiber Network to Access Internet Services for City of Franklin Municipal Business Operations

Director of Administration Peggy Steeno presented this item to the Commission. Discussion was held.

Motion made by Member Webler and seconded by Member Tischer to recommend and present the fiber network proposal to the Council for approval. Upon vote, Ayes-All, motion carried.

- V.a-c. Closed Session Items

- a. Penetration Testing Proposals
- b. Incident Response Plan
- c. Identification & Access Control Policy

Motion made by Member Webler and seconded by Member Mackensen to enter closed session for these subject matter items 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 these subject matter items, 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.

**TECHNOLOGY COMMISSION MEETING**  
**FEBRUARY 28, 2022**  
**PAGE 2**

Motion made by Alderman Mayer and seconded by Member Webler to reenter open session. Upon vote, Ayes-All, motion carried.

Motion made by Alderman Mayer and seconded by Member Mackensen to proceed as discussed in closed session for Item V.a. and that there is no action on Items V.b. and V.c.

**VI. Technical Issues Review**

- Vanguard Computing Systems was recently added as another vendor for the acquisition of HP/HPE and Lenovo technology products. Due to continued supply chain problems and product continuing to be on constant back-order, another vendor was added to the portfolio of purchasing vendors. Vanguard is a State of Wisconsin certified NASPO vendor for both manufacturer lines of products. They are able to provide Franklin with State of Wisconsin negotiated product pricing when applicable. For HPE, almost all service and support is being provided now by the manufacturer instead of the value added reseller (VAR), hence the traditional purchase of computer-network-storage is now only for equipment instead of hardware and installation services. HPE is dramatically changing the VAR relationships and model.

**VII. Director's Report on IT Operations**

- On Tuesday, February 15, 2022, the City of Franklin Police Department was approved in the 2022 remote CJIS audit. This is an audit that is now officially closed. No major recommendations or security changes in the report were outlined other than finally obtaining a Security Information and Event Management (SIEM). The auditor did note many security improvements, in particular following the NIST framework in developing security policy above and beyond that which is defined by CJIS. The DOJ auditor viewed this as a very strong fit.
- The Police Department is scheduled to have an on-site FBI audit planned for May 24, 2022. The FBI/DOJ auditor will be paying particular attention to IT policies and procedures, ensuring that stated policy is that which is actively being implemented. Most likely some form of penetration and vulnerability testing is expected to be performed with the audit. The last time a full-on site audit was performed was back when the Police Department opened in 1999/2000. Unfortunately, IT does not have a copy of this assessment in our documentation archives.
- The Milwaukee County Tellus project is scheduled to go live on March 1, 2022. The City was unable to perform the User Acceptance Testing (UAT) during the 1/31/2022 period, due to problems trying to update "shim code" (updated DLLs) to the Pro Phoenix CAD client. During testing, two additional show-stopper problems were encountered. This required the vendor to halt UAT testing, make additional code changes, and then re-release newly revised code to the Milwaukee County agencies. So far, the new code that was released on 2/23/2022 is failing to launch on the Franklin CAD systems. Currently, Pro Phoenix is recommending updating the entire Police Department RMS/CAD system to the 2020.2113.2.22 minor version

**TECHNOLOGY COMMISSION MEETING  
FEBRUARY 28, 2022  
PAGE 3**

release. The Police Department is highly resistant to performing the hotfix at this time. The vendor has been tasked of finding an alternative way to getting the code to functionally run, otherwise, the City of Franklin will not participate in the UAT testing or the go-live launch.

VIII. Future Agenda Items.

- Incident Response Policy
- 2022 IT Budget
- Fiber Network to Access Internet Services for City of Franklin Municipal Business Operations
- Physical Security Improvement Project
- City Website Update
- Strategic Technology Plan & Cyber Security Component
- Exchange Migration
- 2022 FBI/DOJ Police Department On-Site Audit
- Security Patch Distribution and Issues
- GCS Migration to Web Application
- Two-Factor Authentication

IX. Next Meeting Date: Wednesday, March 23, 2022 – 6 p.m.

X. Adjournment

Motion made by Member Webler and seconded by Member Mackensen to adjourn the February 28, 2022 Technology Commission Meeting at 7:34 p.m. Upon vote, Ayes-All, motion carried.