



## **TECHNOLOGY ADVISORY COMMITTEE**

Draft Minutes

Meeting of January 5, 2023

**Present:** Councilman Grady Faulkner, Councilman Tony Gennaro, Councilman Anthony Mangiafico, Brian Robillard, Karen Warren, Michael Skott (Member of the public), Brianna Skowera (Staff)

**Absent:** Roger Palmer

### **Call to Order**

Councilman Tony Gennaro called the meeting to order at 6:00 pm

### **Approval of Minutes**

The Committee unanimously approved the minutes of its regular meeting of November 3rd on a motion by Councilman Tony Gennaro, seconded by Councilman Grady Falkner.

### **Public Comments**

### **Director's Report**

Brianna Skowera discussed the Director's Report (see attached) and answered questions from the committee.

### **Unfinished Business**

Discussed committee membership and future of committee.

Discussed Multi-factor authentication and its purpose.

### **New Business**

Councilman Anthony Mangiafico moved that the committee adopt the previously distributed 2023 meeting schedule. Councilman Grady Faulkner seconded the motion. The motion passed unanimously.

### **Discussion of Items to be placed on New Agenda**

Executive session to discuss security matters.

### **Adjournment**

The Committee adjourned at 6:32 pm on a motion by Tony Gennaro.

## Director's Report

### Projects

**VMware Host Replacement:** Our primary and secondary data centers were refreshed with new virtual hosts. We are now architecting and soliciting proposals to replace the Police Department virtual hosts.

**Recreation Center:** Still waiting on wireless access points to be delivered; the date keeps being pushed out.

**Exchange 2019:** As of this afternoon, we have a solution to allow us to split-route email intended middletownctpolice.com to either the PD or City Hall mail systems, depending where the mailbox is hosted. We'll be able to start migrating PD users shortly.

**Recreational Seasonal Hires:** HR did not have the resources needed to implement the hiring of seasonal workers for the next hiring round. We'll be implementing a document submission portion for onboarding of these people to alleviate some of the paperwork however, the onboarding process for the short-term to assist with the next, upcoming round of hires.

**Infrastructure projects:** We are still waiting on hardware to replace the voice gateways and site routers that connect our various offices to our voice over IP system. We will be wiring and installing new wireless access points in the Police Department shortly. We are waiting on hardware to replace outdated switches in the Police Department. We have replaced our firewalls with updated models. We are working with our municipal fiber partner to finish the cut over to the new redundant 10 gig network.

**Desktop Replacements:** Replacements are coming in; we'll be building a new system image and rolling out shortly.

**Cybersecurity Training:** The overwhelming majority of individuals have completed the training. When the Mayor returns next week, I'll discuss with him what action to take on those who remain noncompliant.

**State Cybersecurity Initiatives:** I attended Cyber Nutmeg in late December with the National Guard and other municipalities. We have completed the gap assessment of the City's infrastructure.

**Electronic Records for Health:** Project is on hold until a member of the Health Department returns from medical leave.

**Hybrid Meeting Space at Green Street:** A new hybrid meeting space was deployed at Green Street to support virtual meetings and interventions for the Middletown Youth Services Bureau.

**Slack for Police Department:** We met with representatives from Slack to discuss a CJIS compliant implementation of this collaboration software.

**Traffic Signal Detection / License Plate Recognition / Surveillance Cameras:** We are working with Public Works and the Police Department to evaluate if a unified strategy to implement new traffic signal controls, LPR, and increased public safety surveillance is feasible. Unfortunately, the majority of traffic signals in the City are owned and maintained by the State Department of Transportation which, as of this week, stated their policy is to deny any municipal requests to add City equipment to their infrastructure.



## City of Middletown

Technology Services Department

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# Memo

**To: City & Town Clerk's Office**

**CC: Technology Advisory Committee**

**From: Brianna Skowera, Director of Information Systems**

**Date: January 5<sup>th</sup>, 2023**

**Re: 2023 Meeting Schedule of the Technology Advisory Committee**

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The following meeting schedule of the Technology Advisory Committee for 2023 was approved by the committee at its Meeting of January 5th, 2023.

All meetings are scheduled for 6:00 PM and will be held via WebEx.

January 5<sup>th</sup>, 2023

February 3<sup>rd</sup>, 2023

March 2<sup>nd</sup>, 2023

April 6<sup>th</sup>, 2023

May 4<sup>th</sup>, 2023

June 1<sup>st</sup>, 2023

July 6<sup>th</sup>, 2023

August 3<sup>rd</sup>, 2023

September 7<sup>th</sup>, 2023

October 5<sup>th</sup>, 2023

November 2<sup>nd</sup>, 2023

December 7<sup>th</sup>, 2023

January 4<sup>th</sup>, 2024

The Chair of the Committee is Roger Palmer ([roger.palmer@middletownct.gov](mailto:roger.palmer@middletownct.gov))

**Regards,**

**Brianna Skowera**

Director of Information Systems

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