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TOWN OF BURLINGTON

Meeting Posting

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Notice of Public Meeting – (As required by G.L. c. 30 A, c. §18-25)

DEPT./BOARD: Information System Advisory Committee

DATE: January 13, ~~2019~~ 2020

TIME: 7:30pm

PLACE: Grand View Farm, Meeting Center and online at:

AGENDA

Submitted: December 27, 2019

1. Roll call
2. Public participation
3. Approval of minutes from the previous meeting
4. Approval of / additions to the agenda
5. Action item review
 1. Presentation review and integration of feedback
 2. Member material provided to be included in backup
 3. All other actions items per meeting notes drafts
6. Discussion (specifics to be published in advance if known in advance)
 1. Report from town IT
 2. IT governance updates
 3. Old business
 4. New business
7. Any other business

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RECEIVED

By Town Clerk's Office at 10:00 am, Feb 12, 2020

TOWN OF BURLINGTON

Meeting Minutes

DEPT./BOARD: Information Systems Advisory Committee

DATE: 01/13/2020

TIME: 7:30

PLACE: Grandview Farms Meeting Center

MEMBERS IN ATTENDANCE: Gerald Beuchelt, Dave Miller, Rob Nevfeld, Glen Mills, Jose DeSousa, Joe Bongiorno, Philip Pascale, Larry Warfield, David Hughs, Bob Cuhna, Steve Nawochik, Steve Morin, Melinda Beuchelt

MINUTES

Approval of Agenda:

The agenda was unanimously approved as distributed at 7:32 PM.

Approval of Minutes:

The minutes of the previous meeting were unanimously approved as distributed at 7:38 PM with one abstention.

Action Item Review:

Gerald Beuchelt presented the slides for the January town meeting; the committee agreed to make the following changes: highlight ISAC's primary goal as being the creation of a standing committee, remove the filler material from the front of the slide deck, and change the recommendation slide to reflect ISAC's primary goal.

Steve Morin created a bylaw draft and distributed it to the committee. A sub-committee to create the final draft of the bylaw change was formed. Members: Steve Morin, Bob Cuhna, Phil Pascale, and Larry Warfield.

The committee decided (unanimously at 8:14) to include the following material to town committee as backup information: disaster recovery material, David Hughes's thoughts, and the presentation.

Bob Cuhna: information not yet available

Jose DeSousa: this topic should not be part of public discussions and the committee agreed to hold an executive session at the next meeting regarding threat assessment and kill chains.





TOWN OF BURLINGTON

Meeting Minutes

Report From Town IT:

Town IT will have a meeting with vendors to discuss contracts before the May town meeting. IT is waiting to hear quotes from multiple vendors for both hardware and software. The committee agreed unanimously (at 8:39 PM) that it will support IT's decisions.

IT Governance Updates:

none

Old Business:

The committee discussed the value of hiring an outside review, since the likelihood of the findings being implemented is low. The committee agreed that this is a topic for the future standing committee (if town meeting votes the bylaw draft into law).

New Business:

none

Adjournment:

The committee voted unanimously at 9:05 PM to adjourn the meeting.

