

DEPT./BOARD: **Information Systems and Security Advisory Committee**

DATE: **2/13/2023**

TIME: **7:32 PM**

PLACE: **Virtual via Webex**

Meeting Minutes

**Present:** Chair Steve Morin, Vice Chair David Hughes, Joseph Bongiorno, Ben Axelrod, David Miller, Phil Pascale, Rob Neufeld, Michael Wick, Glen Mills

**Absent:** Jose DeSousa

**Posted Agenda:**

1. Public Participation
2. Minutes Approval
3. Cybersecurity Implementation Status & Review
4. Adjournment

**Public Participation**

None

**Minutes Approval**

Suggestions for amendments: change “school superintendent” to “school department”

Motion to approve minutes as submitted for 1/9.

Motion carried 6-0-0 without abstention or rejection.

**Cybersecurity Warrant Article for January Town Meeting**

The warrant passed unanimously last month at Town Meeting, and the contract can be signed as soon as possible, and the attorney general is looking over the warrant. According to the plan, we'll meet on a weekly basis or once a month in breakout sessions with 4-5 department heads each, by late March or early April. We are starting to migrate the software for the police department and the digital health department; the entire digital infrastructure has been facelifted within the past 2 years. Cybersecurity software will streamline alongside all other projects; the process on the department side is that each department will go through templates and have to populate those website sections.

The resulting assessment will give us a lot of information, so we can go back to Town Meeting and make recommendations based on how the assessments shake out; whether we need to handle it centrally in the Town Administration office or distribute the load from department to department.

We hope that the assessment stresses that cybersecurity is everyone's responsibility who works for the town, not just IT or a few software professionals. With funds allocated, a quarterly progress report is reasonable to ask for.

**Adjournment**

Meeting adjourned unanimously, 6-0-0, at 8:58 PM.