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TOWN OF BURLINGTON

Meeting Minutes

Email minutes to meetings@burlington.org or Bring to the Clerk's Office. Thank you

Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT./BOARD: Information Systems Security Advisory Committee (ISSAC)

DATE: May 30, 2023

TIME: 6:00 p.m. EDT

PLACE: Virtual Cisco WebEx

MEMBERS IN ATTENDANCE: Steve Morin, Joe Bongiorno, Jose DeSousa, Michael Wick, Dave Miller, David Hughes

MEMBERS ABSENT: Phil Pascale, Ben Axelrod, Bob Cunha, Glen Mills and ex officio member Rob Neufeld

1. Public Participation

NONE

2. Consideration of the minutes for the 4/24/23 meeting

It was agreed to postpone review of the minutes until the next ISSAC meeting.

3. Proposal for mandatory cybersecurity awareness training

The committee discussed the draft letter to state officials proposing mandatory, annual cybersecurity awareness training for all municipal and school employees. The letter has been favorably reviewed by Representative Ken Gordon, who recommended that it be sent to the co-chairs of the state's Joint Committee on Advanced Technology, the Internet and Cybersecurity.

Motion: Approve the letter in principle and seek the endorsement of the Select Board at their meeting of June 12, 2023.

Outcome: Motion approved by a vote of 6-0-0





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4. Update on consulting work being performed by CyberForce|Q

Five breakout sessions are planned. The IT Team hopes to be done by Labor Day, although a major system upgrade and work on business controls, among other projects, could set back the schedule until later in September.

With there being no further business or discussion, a motion was made and seconded to adjourn the meeting, which motion passed with a vote of 6-0-0.

The meeting adjourned at 7:42 p.m.

