

Meeting Minutes

Berkley Technology Advisory Committee

October 17, 2018

PRESENT: Mike Swantek Stan Lisica **ABSENT:** Dave Jacobs
John Correia Jim Cannon Steve Baker
Mark Owens
Aaron Pace

SEPTEMBER MINUTES APPROVAL

Motion to approve: Correia

Seconded: Cannon

YES: Pace, Swantek, Lisica, Cannon, Owens, Correia

NO: None

COMMENTS FROM CITY STAFF

- Introduction of meeting room at public safety and it's new renovation
- Safety briefing

ORDER OF BUSINESS

- Microsoft Teams Demo and TAC Organization
 - Overview of ownership and usage of the app
 - Posting of minutes and agenda
 - Microsoft Blog post regarding teams and it's usage
- Review of Berkley's Digital Communication
 - City website overview
 - Water main break was posted as a part of news this week that popped up during visiting the homepage
 - Mobile site may be difficult to navigate
 - Nextdoor
 - Not used officially for city communication
 - Facebook
 - City of Berkley Official Page – 3,500 followers
 - Berkley DPS Official Page – 3,100 followers
 - Resident Berkley Groups – 2,800 – 4,800 followers
 - Twitter
 - Mainly a linking tool for Facebook posts
 - 1,800 followers
 - Berkley Mobile App
 - Mainly a service request application
 - Allows you to sign in and create an issue that is tracked with the city

- Links to city content in web windows
 - Learnings from Troy
- CEAC Meeting review
 - Invitation to Jay Grossman and Jon Long to TAC meeting
- How do we turn city data into a positive experience for residents
- Utility bills and lowering city operating costs with technology
- Disaster Recovery Plan Review
 - Still a work in progress
 - Using FEMA templates to design
- Stan
 - Social media policies – needs work
 - Computer usage policies – needs work
 - Audits
 - Policies in place for internal IT
 - Security awareness training
 - Field trips
 - Public safety - November

ASSIGNMENTS FOR NEXT MEETING

- Reach out to establish a contact with Oxford Towers – Cannon

VOTE FOR NEXT MEETING TIME

Proposed meeting date and time: November 14th at 6:30pm at Public Safety – 2nd Floor

YES: Swantek, Correia, Owens, Lisica, Cannon, Pace

NO: None