

# CITY OF GREENACRES

## INTEROFFICE MEMORANDUM 2021.07GB2.01

**TO:** Andrea McCue, City Manager  
**FROM:** Georges Bayard, Director of Information Technology  
**SUBJECT:** Information Technology Department Activity Report  
**DATE:** July 19, 2021

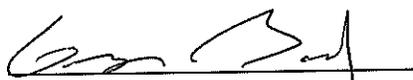
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The following report provides the highlights of activity within the Information Technology Department for the reporting period from June 1 through June 31, 2021.

- a. Ubiquiti network switch refresh project is in progress; 13 of the 20 new switches have been installed.
- b. Executime time and attendance software implementation is in progress.
- c. Palm Beach County IP phones cutover occurred at City Hall on 6/8, Community Center on 6/18 and at Fire Rescue Station 94 and 95 on 6/30. Public Works and Youth Programs will be the final sites to be cut over in July.
- d. Added Grants Management to the New World ERP Financial Management module, to increase Finance Department efficiency in that function.
- e. Monthly KnowBe4 simulated phishing test results: 0 links clicked, 0 attachments opened.

### IT Requests

DEPARTMENT	CURRENT PERIOD	FY 2020 YTD	FY 2021 BUDGET
Administration	4	53	-
Building	7	36	-
Community & Recreation Svcs.	6	28	-
Finance	12	66	-
Fire/Rescue	4	30	-
Information Technology	0	18	-
Planning & Engineering	2	13	-
Public Works	16	65	-
Purchasing	2	18	-
Youth Programs	11	50	-
<b>Total Technical Service Requests</b>	<b>64</b>	<b>377</b>	<b>350</b>



Georges Bayard  
Director of Information Technology