

Information Technology Advisory Committee Meeting
Madison Heights, Michigan
May 28, 2025

A Information Technology Advisory Committee Meeting was held on Wednesday, May 28, 2025 at 5:30 PM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

PRESENT

Member Brian Davis
Member Dale Gardner
City Manager Melissa Marsh
Ex-Officio Member Cheryl Rottmann
Member Paul Timmins
Member Scott Tuller
Alternate Anthony Maurice
Council Representative Mark Bliss

ALSO PRESENT

Council Representative Alternate William Mier

ABSENT

Member Curtis J. Kogelman
Alternate Robert Didur

ITAC-25-1. Addition - Selection of Chair for Today's Meeting.

Motion to appoint Council Representative Mark Bliss as Chair to today's meeting

Motion made by Member Tuller, Seconded by City Manager Marsh.

Voting Yea: Member Davis, Member Gardner, City Manager Marsh, Ex-Officio
Member Rottmann, Member Timmins, Member Tuller, Alternate Maurice,
Council Representative Bliss

Absent: Member Kogelman

Motion Carried.

ITAC-25-2. Addition - Use of Artificial Intelligence in the City.

Motion to add the discussion of the use of Artificial Intelligence (AI) in the city to the agenda.

Motion made by City Manager Marsh, Seconded by Member Timmins.

Voting Yea: Member Davis, Member Gardner, City Manager Marsh, Ex-Officio
Member Rottmann, Member Timmins, Member Tuller, Alternate
Maurice, Council Representative Bliss

Absent: Member Kogelman
Motion carried.

ITAC-25-3. ITAC Meeting Minutes of December 3, 2024.

Motion to approve the ITAC Meeting Minutes of December 3, 2024, as printed.

Motion made by Member Tuller, Seconded by Alternate Maurice.

Voting Yea: Member Davis, Member Gardner, City Manager Marsh, Ex-Officio member Rottmann, Member Timmins, Member Tuller, Alternate Maurice, Council Representative Bliss

Absent: Member Kogelman

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

Skynet - Q1 Business Report.

Skynet Support Services Manager Ty Dolin presented the 1st Quarterly Business Report to the ITAC membership. He reviewed the status of various projects including hardware, business applications/software, security, continuity and the technology plan. Council Representative Bliss requested that future QBRs include SLAs as a regular item in the report. Mr. Dolin noted that last year, Skynet had 2519 tickets, an increase of 40 from the previous year. He also advised that there was a Telnet IP voice issue earlier today; however, that has been resolved. ITAC membership requested that in the future, if an outage is the fault of a provider, to include that in the social media messaging.

ITAC-25-4. Skynet Master Service Agreement with City of Madison Heights FY 2025-26.

It was noted that the contract verbiage was nearly identical from the previous year. The antivirus will be moving from Webroot to SentinelOne which is the same cost, but a better product. The device count for the city increased by nine and the cost per device is increasing 2.5%. The device count will be updated monthly. It was requested that a provision be added to the contract in the event there is less than two staff members present onsite. Mr. Dolin noted that there are always two people on call.

Motion to recommend the approval of the continuation of the Master Services Agreement with Skynet Innovations, LLC and the City of Madison Heights with the inclusion of the onsite staffing amendment discussed.

Motion made by Member Tuller, Seconded by Member Timmins.

Voting Yea: Member Davis, Member Gardner, City Manager Marsh, Ex-Officio
Member Rottmann, Member Timmins, Member Tuller, Alternate Maurice,
Council Representative Bliss

Absent: Member Kogelman

Motion carried.

Discussion on the Use of Artificial Intelligence (AI) in the City.

Discussion was held on the use of AI in the city and the need to have a policy in place prior to any implementation. Different AI products were discussed, including the use of Co-Pilot in conjunction with Microsoft Office. Member Tuller emphasized the need for a solid policy around usage and confidentiality and the need for a corporate account minimally. The possibility of identifying use cases and having a private cloud for the AI environment was discussed, including uses for data analysis, grant applications, video editing, agenda items, and creation of page prompts for users. It was agreed that a policy should be drafted for future review by ITAC and AI certification training should be made available to employees once the use of AI is available.

ADJOURNMENT:

Having no further business, Chair Bliss adjourned the meeting at 6:09 p.m.