



**CITY OF MADISON HEIGHTS**

**CITY HALL - EXECUTIVE CONFERENCE ROOM, 300 W. 13 MILE RD.**

**INFORMATION TECHNOLOGY ADVISORY COMMITTEE  
MEETING MINUTES**

**MAY 04, 2022 AT 6:00 PM**

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**CALL TO ORDER**

**ROLL CALL**

**PRESENT**

Mark Bliss  
James Blackburn  
Brian Davis  
Benjamin Flanagan  
Dale Gardner  
Corey Haines  
Curtis J. Kogelman  
Melissa Marsh  
Scott Tuller  
Alternate Robert Didur

**ABSENT**

Alternate Paul Timmins

Also in attendance: Sean Fleming, City Council Alternate; Michelle Robison, BPI President; Chris Morrison, BPI:

**APPROVAL OF MINUTES**

1. **Review and Approve Minutes from December 1, 2021**

Motion to approve the minutes from December 1, 2021.

Motion made by Bliss, Seconded by Davis.

Voting Yea: Blackburn, Flanagan, Haines, Kogelman, Marsh, Tuller, Alternate Didur

**MEETING OPEN TO THE PUBLIC**

**REPORTS**

2. **BPI - Quarterly Report**

James Blackburn reviewed the Quarterly Report from BPI as attached.

At-Risk Items:

Exchange 2016 server is in the process of being replaced with Microsoft 365. Servers will be replaced in the next quarter with the budget allocation. BS&A does now have a Cloud option.

However, we currently pay \$40,000 in annual support fees vs. \$191,000 for the Cloud option. BSA does not offer support in your own Cloud would need to clarify what exactly would be supported if we moved to our own Cloud VPN.

M. Bliss recommends having another ITAC meeting before moving forward with purchasing the replacement servers to discuss what BSA means by not providing service if we move to our own Cloud.

The firewall is received and in the process of replacement. SAN Switch has been received and will be replaced in the upcoming weeks.

DPW Wireless Connection - C. Kogleman suggested placing a VPN connection with another firewall for DPS without fiber. This should be compared to leasing a fiber connection, splicing the fiber connect, or running the line with a firewall. BPI would be managing both ends of the VPN so there shouldn't be any issues. This doesn't have to be decided right away and will be evaluated as part of the FY 2024 budget cycle.

Items that Need Attention:

IT needs a Disaster Recovery Plan. BPI suggest developing an internal risk committee.

Wi-Fi Standards - We currently have two standards of Wi-Fi in the City.

Suggestion for Meraki video security system and management server or software needed. We would need to purchase the camera with a licenses if this is an option.

M. Bliss asked for an update regarding the PIN testing and Security Awareness Training within two weeks

Motion to receive and file the Quarterly BPI IT Report.

Motion made by Bliss, Seconded by Tuller.

Voting Yea: Blackburn, Davis, Flanagan, Gardner, Haines, Kogelman, Marsh, Alternate Didur

## **ADJOURNMENT**

Adjournment at 6:47 pm

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.