

Information Systems Administration

Jennifer Phinney, *Director of Information Systems*

Mike McDade, *Cable TV Station Manager/Web Assistant*

Department Operations:

- Provide full-time computer support to the town's 125 users, 10 remote sites and 24 network servers.
- Facilitate all computer system software and hardware changes and additions.
- Administer the town's phone systems.
- Administer the town's security system.
- Develop, maintain and oversee the Town's web page.
- Administer the town's GIS system, including coordinating updates to the ArcImgs website, coverages, and software.
- Cable TV Administration

Current Projects:

- Security System
 - Connect all security panels into one software
 - Monitor all locations
 - Develop badges for all departments
 - Maintain users for all locations
- VUEWorks
 - Work with Wastewater and Public Works on Asset Management
 - Establish security controls
 - Administer interface
- Website
 - Oversee ongoing changes
 - Review potential online purchase options
- Misc. Projects
 - One Falmouth Committee School/Town IT Consolidation
 - Employee IT Satisfaction Survey
 - Records Management Solutions
 - E-mail Archiving