

Town of Millis IS & Communications Committee
April 12, 2018 7:00 PM EST
Veterans Memorial Building, Room #206
900 Main Street Millis, MA 02054

In Attendance:

IT Committee

Richard Harlow, Vice Chair

Jesse McCain, Clerk

James McCaffrey

Richard Harlow called the IT Committee meeting to order at 7:03 PM.

Minutes Approval: Richard Harlow made a motion to recommend approval of the April 5, 2018 minutes. Jesse McCain seconded. Vote 2/0 motion carries unanimously.

Discussion of asset tracking and data that should be tracked/collected. Committee agreed that Hub report performed last year provides characteristics that can be used for asset tracking of computers, but not other infrastructure devices or services.

Discussion of strategic plan and how to gather goals of each department that should be considered in development of strategic plan.

Discussion of Mr. Harlow to draft recommendation of scope and purpose of inventory for review at next meeting.

Calendar

Next meeting tentatively scheduled for Thursday, April 19.

IT Committee Adjourn:

Jesse McCain made motion to adjourn the meeting at 8:40 PM; Richard Harlow seconded. Vote 2/0 motion carries unanimously.