

# **Douglas Omaha Technology Commission Board of Directors Meeting Minutes January 29, 2009, 3:30p.m. Jesse Lowe Conference Room**

PRESENT: Vice Chair Brian Young, Commissioner Mary Ann Borgeson, Don Thorson, Verlyn Kroon and DOT.Comm CIO Duffy Boyle.

ABSENT: Chief Deputy Marty Bilek and Councilman Dan Welch.

Young reminded all that a copy of the rules of the open meetings act as amended by LB898 is provided in a binder on the north wall of the room.

Approval of Minutes: Review and approval of minutes for December 12, 2008 and January 16, 2009. (Motedioned by Kroon and seconded by Borgeson. Motion passed unanimously.)

## **Old Business**

Oracle Reports  
Service Desk Reports  
HR Demographics Report  
DOT.Comm Performance Measurements  
Disaster Recovery/Security Timeline  
Discussion of Dr. Toregas' December presentation

Boyle discussed the Oracle reports. He indicated next quarter he would present alternatives to the Board. Boyle will take a closer look at the report to determine trends.

Boyle presented the Outage Notification Summary Report. There were no questions.

Boyle offered the HR Demographic Report. Turnover is 8% for the year, which equates to 6% in resignations and 2% for involuntary terminations. There were no questions.

Boyle discussed the performance measurements for DOT.Comm. He noted consistency for the past several months. Boyle indicated ratios or measuring to a target would correlate to the goal of providing better transparency to the Board and Users.

Boyle indicated Barry Maher sent out an update on the Disaster Recovery and Security Timeline. Boyle indicated Kroon suggested the level of detail was too much. Boyle will take a look at the reporting of Disaster Recovery and Security Timeline updates with a new board presentation in the future. Young added that we'll stay focused on the top five or six vulnerabilities. Boyle noted that Disaster Recovery analysis will include evaluating back-ups as well as security.

Young suggested the Board discuss Dr. Toregas' presentation in December in order to keep the topic in front of the City Council and Board of Commissioners. Significant discussion followed.

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## **Executive Report**

Boyle indicated that he has not finalized how he will present the Executive Report at future meetings. However, after nine days as the DOT.Comm CIO, Boyle reported that things are going well. He's had many meetings with users and staff and has received a great deal of feedback. For the Board meeting next month, Boyle will present his observations and report necessary next steps and recommendations.

Boyle reported that the 2008 Annual Report was near completion. He asked for feedback on the report to determine if more or less information is necessary.

Boyle indicated future reporting may come in the form of presentation style, and asked if Board meetings could be held in the Legislative Chambers. The Board agreed to the change in venue.

Boyle reported that there are a few loose ends to tie up regarding the backup enterprise strategy. He has a few questions he needs to have answered before he is comfortable supporting and recommending to the Board for acceptance. Additionally, the Wireless Wide Area Network Contract came before Boyle yesterday. He indicated he needs a little time to get up to speed on this issue before he is prepared to recommend to the Board. Minor discussion followed. Young added that the Board will take whatever steps are necessary to expedite the process.

Boyle is finalizing the first phase of memo billing of services by user. He anticipates completion by the next Board meeting.

## **Financial Reports**

DOT.Comm Accounting Manager Chris Ulven introduced the financial reports to the Board as of December 31, 2008. He noted the revenue for December is extremely high due to an accrual for some money we feel is owed to us from the County. Ulven is meeting with Steve Walker tomorrow morning to discuss resolution. Another area to note is payroll; which is high due to back pay resulting from overdue performance evaluations which was paid in 2008. Ulven noted on the balance sheet that accounts receivable does not tie to the balance sheet without the accrual from revenue. Ulven is expecting to have final 2008 numbers by the February Finance Committee meeting.

## **Committee Reports**

Young indicated the committee minutes were included in the handout, and asked if there were any questions regarding the minutes. There were none. Young asked Sheri Larsen, city Finance, what changes were made on the User Committee. She indicated Mark Conrey is now the Chair, Dave Baker is the Vice-Chair, and John Ewing replaced Tom Cavanaugh.

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**Resolutions**

Verizon Wireless Cellular Services Contract  
Wireless Wide Area Network Contract  
CIO Performance Measures  
Approval of Naming Citizen Board Member

**Verizon Wireless Cellular Services Contract**

Boyle presented a resolution which would authorize DOT.Comm to contract with Verizon Wireless. Minor discussion followed. Svevad recognized Lori Ludeking and Lori Hedlund for their valuable contribution over the past several months.  
(Motioned by Borgeson, and seconded by Kroon. Motion passed unanimously.)

**Wireless Wide Area Network Contract**

This item was tabled.

**CIO Performance Measures**

Young presented the CIO Performance Measures Resolution.  
(Motioned by Kroon, and seconded by Borgeson. Motion passed unanimously.)

**Approval of Naming Angelo Privetera as Citizen Board Member**

Young presented the Naming of a Citizen Board Member Resolution. (Motioned by Borgeson, and seconded by Kroon. Motion passed unanimously.)

**New Business**

DOT.Comm Chair, Vice-Chair, Secretary Assignments

Borgeson nominated Brian Young as Chair, Verlyn Kroon as Vice-chair and Angelo Privetera as Secretary.  
(Motioned by Kroon, and seconded by Borgeson. Motion passed unanimously.)

**Communications Report**

Boyle offered the Communications Report. There were no questions.

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**Projects**

Boyle presented the Projects Activity Report which includes the listing of projects DOT.Comm is currently working on and their phases. Boyle asked the Board to consent to alternative project reporting, as he will be looking at different methods of reporting.

Young asked the audience if they wished to ask a question or make any comments. There were none.

The next meeting is scheduled for February 26, 2009.

Young wanted to publicly thank Vic Stannish for his time and service to the City, the County, the staff of DOT.Comm and the DOT.Comm Board. Young also thanked Boyle for providing several updates to the Board and is encouraged by the direction thus far.

Executive Session for the purpose of discussing personnel and legal issues in conformance with Nebraska Rev. Stat. 84-1410(d).

(Motioned by Kroon, seconded by Young. Motion passed unanimously.)

Motion to move to Executive Session at 4:18pm.

(Motioned by Borgeson, seconded by Kroon. Motion passed unanimously.)

Adjourned at 4:37pm.

(Motioned by Kroon, seconded by Borgeson. Motion passed unanimously.)

Minutes recorded by: Denise Austin