



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft Information Technology Board

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Wednesday, September 3, 2014

6:30 PM

City Hall, Room #107 Use Lower Level

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### 1. Call to Order

**Present** 5 - Jankowski, Sturino, Gulbransen, Helgestad, and Manion

**Absent** 1 - Stedman

### 2. Approval of Minutes

**There are no minutes to approve.**

### 3. Discussion and Recommendation:

- A. [ID#14-0965](#) City of Waukesha - IT Policy Index
- B. [ID#14-0966](#) City of Waukesha - IT Simplified Policies
- C. [ID#14-0967](#) E-mail policy and acknowledgment
- D. [ID#14-0968](#) E-mail policy
- E. [ID#14-0969](#) Internet & E-mail connection request form
- F. [ID#14-0970](#) Internet Policy
- G. [ID#14-0971](#) Introduction - Index
- H. [ID#14-0972](#) IT Department Offboarding Check List
- I. [ID#14-0973](#) IT Department Onboarding Check List
- J. [ID#14-0974](#) Telecommuting City Policy

### 4. New Business

### 5. Communications and Referrals

### 6. Adjournment

"A majority of the Council members may be in attendance."