



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Information Technology Board

Wednesday, January 3, 2024

6:30 PM

City Hall, Training Room

1. Call to Order

Present: 5 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion and Frank McElderry

Absent: 2 - Bob Bruders and Ryan Corcoran

2. Pledge of Allegiance

3. Public Comment

4. Approval of Minutes

4. Approval of Minutes

Aye: 5 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion and Frank McElderry

Absent: 2 - Bob Bruders and Ryan Corcoran

A. [ID#23-8460](#) ITB Minutes 07.05.2023

B. [ID#23-8461](#) ITB Minutes 08.02.2023

B. ID#23-8461 ITB Minutes 08.02.2023

Aye: 5 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion and Frank McElderry

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Absent: 2 - Bob Bruders and Ryan Corcoran

Absent: 2 - Bob Bruders and Ryan Corcoran

C. [ID#23-8462](#) ITB Minutes 12.06.2023

5. Discussion and Recommendation re:

A. [ID#23-8445](#) Annual Policy Review: Antivirus Policy

A. ID#23-8445 Annual Policy Review: Antivirus Policy

Aye: 6 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion, Frank McElderry and Ryan Corcoran

Absent: 1 - Bob Bruders

B. [ID#23-8446](#) Annual Policy Review: Software Usage Policy

B. ID#23-8446 Annual Policy Review: Software Usage Policy

Aye: 6 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion, Frank McElderry and Ryan Corcoran

Absent: 1 - Bob Bruders

C. [ID#23-8447](#) Annual Policy Review: Change Management

C. ID#23-8447 Annual Policy Review: Change Management

Aye: 6 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion, Frank McElderry and Ryan Corcoran

Absent: 1 - Bob Bruders

D. [ID#23-8448](#) Annual Policy Review: Email Policy

D. ID#23-8448 Annual Policy Review: Email Policy

Aye: 6 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion, Frank McElderry and Ryan Corcoran

Absent: 1 - Bob Bruders

E. [ID#23-8513](#) Discussion and Recommendation on changing the start of ITB meetings.

E. ID#23-8513 Discussion and Recommendation on changing the start of ITB meetings to 6:00pm.

Aye: 6 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion, Frank McElderry and Ryan Corcoran

Absent: 1 - Bob Bruders

6. Adjournment

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Aye: 6 - Paul Fabian, Shawn Hansen, Brandon Kostolni, Daniel Manion, Frank McElderry and Ryan Corcoran

Absent: 1 - Bob Bruders

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

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Public Works department, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).