



**City of Waukesha**  
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<b>Committee:</b> Information Technology Board	<b>Date:</b> 2023-02-21
<b>Common Council Item Number:</b> 23-6185	<b>Date:</b> 2023-03-01
<b>Submitted By:</b> Greg Vanness	<b>City Administrator Approval:</b> Kevin Lahner
<b>Finance Department Review:</b> Joseph P. Ciarro	<b>City Attorney's Office Review:</b> Brian Running
<b>Subject:</b> Annual Review of IT Polices: Email Policy	

**Details:**  
This is the Annual Review of the Email Policy. The last time this policy was discussed was February of 2022. The board should review, discuss and make recommendations if necessary, otherwise no action is necessary. Since the last discussion there have been no changes on this policy.

**Options & Alternatives:**  
NA

**Financial Remarks:**  
NA

**Executive Recommendation:**  
Approval of the Email Policy