



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Information Technology Board

Thursday, January 12, 2017

6:30 PM

Common Council Chambers

1. Call to Order

Present 6 - Fabian, Gulbransen, Skinner, Manion, Sanchez, and Bruders

2. Approval of Minutes

A. [ID#16-1796](#) Minutes for 12/7/16

A motion was made by Member Manion, seconded by Member Gulbransen, that the Minutes be approved. The motion carried by the following vote:

Aye: 6 - Fabian, Gulbransen, Skinner, Manion, Sanchez and Bruders

3. Discussion and Recommendation:

A. **ID#16-1789** Change Management Policy

Adopt the Change Management policy, and send the Policy to the HR Committee as a matter of report.

Aye: 6 - Fabian, Gulbransen, Skinner, Manion, Sanchez and Bruders

B. [ID#17-0002](#) IT Technical Assistance

C. [ID#17-0001](#) Incident Management Policy

4. Communications and Referrals

Vance made mention of the vacant spot on ITB.

5. Adjournment

A motion was made that this be approved. The motion carried by the following vote:

Aye: 6 - Fabian, Gulbransen, Skinner, Manion, Sanchez and 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 Fred Abadi 48 hours prior to the meeting at 524-3600, Fax 524-3898, or the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.

