



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Information Technology Board

---

Wednesday, September 1, 2021

6:30 PM

City Hall, Room 162

---

#### 1. Call to Order

**Present** 6 - Manion, Fabian, Sanchez, Bruders, Hansen, and McElderry

**Absent** 1 - Corcoran

#### 2. Public Comment

#### 3. Approval of Minutes

##### A. [ID#21-2763](#) 8.4.21 Draft ITB Minutes

**Attachments:** [8.4.21 Draft ITB Minutes](#)

#### 4. Discussion and Recommendation re:

##### A. [ID#21-2744](#) Citizen Email Policy

**Attachments:** [Cover Sheet - City Wide Email Policy](#)  
[E Mail Policy-2021v.1 \(002\)](#)

*Recommend language implemented to HR committee. ID-2744*

##### A. ID#21-2744 Citizen Email Policy

**Aye:** 6 - Manion, Fabian, Sanchez, Bruders, Hansen and McElderry

**Absent:** 1 - Corcoran

#### 5. Adjournment

"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 Engineering Department, 48 hours prior to the meeting at 262-524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.