Technology Committee Meeting Minutes
February 6, 2025

The February meeting of the Technology Committee was held Thursday, February 6, 2025 at 5:30 PM in the 2nd Floor Conference Room, Room 209, Quincy City Hall.

The meeting was called to order at 5:31 PM by Councilperson Ben Uzelac.

Roll Call

In Attendance: Councilperson Ben Uzelac, Councilperson Glen Ebbing, and Daniel Ware.

Absent: Councilperson Jake Reed, Jason Hetzler

Others Present: Mayor Mike Troup, City Clerk Laura Oakman, IT Director Mark Dumanowsky, Megan Hummelsheim (IT staff).

Agenda Item: Approval of Minutes

- The minutes of the January 13, 2025 Technology Committee meetings were tabled on a motion by Councilperson Ebbing, seconded by Daniel Ware, and passed by a voice vote.

Agenda Item: Public Comment

- There were no members of the public present to speak during the Public Comment period.

Agenda Item: Report of the IT Director

- IT Operations: Mark reviewed HelpDesk dashboards for January 2025. Discussed a reduction in the overall tickets closed during the month, based on staff absences due to illness. Informed Committee that the Network Technician who started in January, 2025 had accepted a position with a company in Chicago, and would be leaving at the end of the following week. Also informed the Committee that the part-time administrative assistant at the Airport had started working as a part-time administrative assistant in the IT Department as well.

- EOL/EOS Critical Network Infrastructure Replacement: Mark updated the Committee on the implementation plan for the replacement network equipment.

- Website Refresh Project: Mark discussed upcoming training sessions on February 18, 2025 to be held at the Training Facility to instruct department users on website content and forms. Discussed expected go-live date for the new website. Laura also provided an update on the website photography contest.

- Peak Agenda Management and Live Cast Project: Laura discussed project kickoff call that was held in January 2025, and provided Committee with the projected go-live date for the platform.

Agenda Item: Tyler Project Update

- Megan provided Committee with a copy of the Project Status Report. Discussed the contents of the report in depth, including the project summary, the original and amended project timeline for each phase, and a detailed status update for the current Financials and HRM phases.

Agenda Item: Resolution authorizing the purchase of additional training and project management hours for the HRM/Payroll implementation from Tyler Technologies in the amount of $18,200.00.

- Discussion: Megan provided Committee with information on the HRM/Payroll implementation phase that has resulted in the request to add additional time. There was discussion concerning additional implementation hours needing to be purchased for the remaining phases, and the Committee was informed that the current implementation phases had not used any hours purchased for the other implementation phases. The Mayor requested a complete audit of training hours purchased and utilized.

- Councilperson Ebbing moved to send to City Council, seconded by Daniel Ware, with the following vote: Ayes – Councilperson Uzelac, Councilperson Ebbing, Daniel Ware (3). Nays – None (0). Absent – Councilperson Reed, Jason Hetzler (2).

Agenda Item: Old Business

- There was no old business to discuss.

Agenda Item: Late Additions

- There were no late additions to the agenda.

Agenda Item: Committee Comments

- Mark thanked the Committee members for their continued support.

Agenda Item: Adjournment

- The meeting was adjourned at 6:10 PM on a motion by Councilperson Ebbing, seconded by Daniel Ware, and passed by a voice vote.