



## Department of Information Technology

City Hall Suite 213, 730 Maine Street, Quincy, IL 62301

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# Technology Committee Meeting Minutes

## August 11, 2025

The August meeting of the Technology Committee was held Monday, August 11, 2025 at 5:40 PM in the Caucus Room, Quincy City Hall.

The meeting was called to order at 5:41 PM by Councilperson Jake Reed.

### Roll Call

**In Attendance:** Councilperson Jake Reed, Councilperson Laura McReynolds, Daniel Ware, David Hochgraber.

**Absent:** Councilperson Ben Uzelac

**Others Present:** Mayor Dr. Linda Moore, James Pioch (IT Director), Megan Hummelsheim (IT staff), Mary-Ann Ervin (purchasing agent), Laura Oakman (City Clerk), Kristin Niemann (consultant).

### Agenda Item: Approval of Minutes

- The minutes of the July 7, 2025 Technology Committee meetings were approved on a motion by Councilperson McReynolds, 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: IT Department Updates

- Central Square Migration: James provided the committee with an update on the progress of the Central Square migration project, stating that the kick-off meeting would be held at noon on July 10, 2025. The team was working on the project discovery document. The first part of the project will be tech-heavy.
- Peak Agenda – City Clerk Laura Oakman has been publishing the council agenda to Peak Agenda to get used to the process. IT will begin time-stamping the live video via the media manager as it corresponds to the posted agenda at the council meeting. Video of the council meeting is broadcast live on the city's new web site, which is not currently visible to the general public. Access to this site will be provided to the Technology Committee and others at the next committee meeting. Eventually the published agenda will be visible side by side with the live broadcast. The new website's page containing previous council meetings will replace the existing video archive of council meetings.
- Website Redesign: Discussed the status of the website redesign project. Informed the committee that Kristin Niemann will be meeting with members of each department to review their department's content. IT will work on the website's "back end," creating links and structure, while Kristin Niemann and Chris Walsh of the IT department work with other department members on the "front end," the website content, to make sure each department has what is legally required of



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them. The following phase will involve members of the public testing the website to be sure it makes sense and is user-friendly. It was hoped that a more finished product will be shown to the committee at the September meeting to test. Go-live date is scheduled for Wednesday, September 24, 2025. The website will be presented to the city officially on Friday, September 26, 2025. People will be directed to the new website for council meetings and away from the Facebook page.

### **Agenda Item: Resolution #1**

- Resolution authorizing the annual renewal fee for Tyler Detect, a security information and event management service.
- Discussion: Tyler Detect has been in place since 2021. This service will continue to be in place May 1, 2025 to April 30, 2026. Tyler Detect was pulled out of the extensive list of other Tyler products on a previous invoice so that Tyler Detect is the only one still in use.
- Action: Councilperson McReynolds moved to approve the resolution and send to City Council, seconded by Daniel Ware, with the following vote: Ayes – Councilperson Reed, Councilperson McReynolds, Daniel Ware, David Hochgraber (4). Nays – None (0). Absent – Councilperson Uzelac (1). Motion passed.

### **Agenda Item: Resolution #2**

- Resolution authorizing the purchase of PCs and laptops from SHI, Inc. to phase out the virtual desktop environment.
- Discussion: Exact quotes had not yet been received so the resolution requested spending an amount not to exceed \$110,000.00.
- Action: Councilperson McReynolds moved to approve the resolution and send to City Council, seconded by Daniel Ware, with the following vote: Ayes – Councilperson Reed, Councilperson McReynolds, Daniel Ware, David Hochgraber (4). Nays – None (0). Absent – Councilperson Uzelac (1). Motion passed.

### **Agenda Item: Old Business**

- There was no old business for discussion.

### **Agenda Item: Late Additions**

- There were no late additions.

### **Agenda Item: Committee Comments**

- Councilperson Reed stated that it was good to have David Hochgraber as an addition to the committee.

### **Agenda Item: Adjournment**

- The meeting was adjourned at 6:56 PM on a motion by Councilperson McReynolds, seconded by Daniel Ware, and passed by a voice vote.