

Information Technology Advisory Committee (ITAC)
Town of Belmont
11 January 2012
Conference Room 4

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APPROVED MINUTES

[Minutes are sent to Sandra Curro belmont-ma.gov!scurro when approved]

Voting Members Present

- Phil Lawrence <illinoisalumni.org!pwl> (co chair; dominant) (VM)
- Jim Berets <verizon.net!jberets> (co-chair; less dominant) (VM)
- Dave Goldberg <verizon.net!david.goldberg6> (secretary) (VM/SC)
- Charles Smart <verizon.net!cnsmart> (founding chair) (VM)
- Dan Ellard <gmail.com!ellard> (VM)
- Jonathan Green <gmail.com!green.jbg> (VM)

Town Staff Present:

- David Petto (Director of IT, Town of Belmont) <belmont-ma.gov!dpetto> (TS)
- Steve Mazzola (Director of Technology, Belmont Schools) <belmont.k12.ma.us!SMazzola> (TS)

Key:

- VM = Voting ITAC Member
- VM/SC = Voting ITAC Member/School Committee
- NVM = Non-Voting Member
- FBL = Friend of Belmont Library
- TS = Town Staff

Meeting called to order at 7:35PM

Minutes of 29 November meeting approved as is.

Phil Lawrence reminded those of us affected to take the required ethics training.

Steve Mazzola reported that the school cafeteria program has been completely rolled out. Operation has moved out of IT and into the food services division. Parents can prepay on line or students can bring cash or check to school and have their accounts credited.

Steve Mazzola reported that Ed IT has been following up on the results of the security audits that affect Ed. IT, particularly in terms of redeveloping policies. Examples are patch management, remote access, and vendor security requirements. There is a good deal of collaboration with Town IT in this particular area.

Steve Mazzola reported that the IT capital request for FY12 is approved.

Jim Berets asked about whether a program called yourplanforcollege.org that is being piloted in some communities, may be available to Belmont. Steve Mazzola replied that such a program would be managed through the guidance department. Steve indicated that he would pass that info to the guidance department and believes they use such a program but does not know if it is that particular one. It is unlikely because the system requires the student ID and they should not have access to Belmont IDs. This raised some questions about how student IDs are generated. The IDs are generated by a system local to Belmont, but used outside of Belmont for services that Belmont contracts with.

Dave Petto reported that there has been no movement on the security issues with the smart meters. There has been some activity on the customer portal that will allow customers to view their time of use metrics.

Dave Petto reported that Cogsdale, the consultant, the Light Department and Town IT are working out some issues with transferring data into MUNIS from the Cogsdale utility billing system.

Dave Petto noted that in addition to the policy work that came out of the security audit Steve Mazzola mentioned, IT is also resolving issues that came out in the penetration testing.

Dave Petto reported that he will be talking with Google next Tuesday to discuss piloting their application suite in March with about ten users. Dave's intent is to move office applications and email outside the Town in FY13.

Phil Lawrence asked about open document. Steve Mazzola said the town might consider going to an OpenOffice environment for students but not until the contract with Microsoft comes up for renewal.

Dave Petto reported that town IT uses OpenOffice internally and IT staff know to save in Microsoft format for things that go outside the department but doing that town wide is probably too much work. Dave Petto also reported IT is rolling out Windows 7 throughout as well. This has been ongoing for a while as it has been necessary for many of the new products such as Cogsdale. The town standardizes on IE 8 for web browsing due to compatibility issues between IE 9 and some critical applications. Dave described some of the system lockdown mechanisms applied to PCs in the town. Steve Mazzola reported that the lockdowns in the school are done somewhat differently. For example the school is more liberal about USB drives. Dave Petto reported that he is proposing in his FY13 budget to have the security consultant to develop a plan to securely deal with town employees wanting to use personally owned devices to access town IT assets such as email. Currently there are no personal devices allowed other than through specific remote access methods such as web based access.

Dave Petto reported that the next project for the master address table is to verify the current data set using physical review. At that time, geographical data will be generated to augment the current set, along with any needed corrections.

Dave Petto reported that the citizen request management site is being moved to a hosted service. That should go live the beginning of March.

Dan Ellard asked about the new system used by the Recreation department because the new system does not have some functions the previous system supported. Dave Petto replied that the system has been moved to MCC, the on line payment system, and that the Recreation department is responsible for managing that. Steve Mazzola offered to discuss that issue with MCC.

Next meeting scheduled for 15 February 2012 at 7:30PM

Meeting adjourned at 9:00PM