

**TECHNOLOGY TASK FORCE
REGULAR MEETING MINUTES
January 12, 2022**

CALL TO ORDER

Pursuant to due call and notice thereof the meeting of the Technology Task Force of the City of Rosemount was called to order on January 12, 2022 at 6:38 p.m. in the City Hall Conference Room.

Attendees included Task Force Members: Furhath Arnob, Steve Thoennes, Robert Kidwell, and Mike Cahn

Task Force Members not in attendance: Mohammad Khan, Samuel Mwangi, Jeff Feeder, and Tim Bornholdt

Staff present included the following;

- GIS Coordinator Aaron Menza
- City Administrator Logan Martin

City Council present included the following;

- Councilmember Jeff Weisensel (Remote)

ADDITIONS OR CORRECTIONS TO AGENDA

Taskforce member Arnob asked to add an agenda item regarding transitioning the task force into a permanent City Commission.

APPROVAL OF MINUTES

Motion by Cahn Second by Arnob

Motion to approve the minutes of the November 13, 2021 Technology Task Force meeting.

Ayes: 4

Nays: 0. Motion carried.

PRESENTATIONS

None

NEW BUSINESS

None

OLD BUSINESS

4.a Electric Vehicle Charging Station Policy Recommendations

Taskforce members have developed a draft recommendation to encourage the construction of electric vehicle charging stations. The focus of the recommendation is on encouraging construction at new apartment buildings, new commercial developments, and city-owned buildings/facilities.

**TECHNOLOGY TASK FORCE
REGULAR MEETING MINUTES
January 12, 2022**

Councilmember Weisensel suggested the task force attend a City Council work session to present the recommendation and to receive feedback on it. City Administrator Martin agreed to add the task force to the agenda for the February 1st City Council work session.

4.b Network Security Recommendations

Taskforce members held a discussion regarding City network security concerns such as ransomware, disaster recovery, virus scanning, etc.

Taskforce member Thoennes questioned if there should be an additional security audit performed on City systems annually. Thoennes is going to gather a list of questions and concerns to be shared with City Information Technology staff.

4.c Technology Purchase Rules Recommendations

Taskforce members have developed a check list of items that should be considered when City staff is considering the purchase of new software. The check list is designed to help staff determine if the new software is fiscally responsible, determine if there is any redundancy in the new software compared to existing software, and to determine if the long-term maintenance of the software is feasible with existing City staff.

Taskforce member Thoennes is going to provide the check list with the City's internal technology work group for review and for consideration for implementation as an internal City policy.

4.d Technology Task Force Transition to Commission

Taskforce members held a discussion about whether the task force should be transitioned into a permanent City Commission. The group discussed the key differences between a taskforce and a commission including quorums, by-laws, terms, and attendance.

Councilmember Weisensel suggested City Council would likely take up the issue at the end of 2022, after the task force's initial two years of existence. He encouraged the taskforce to continue to bring recommendations to City Council as way to demonstrate the need for a permanent technology commission and asked the group to consider what a technology commission would be responsible for in the future.

OTHER UPDATES

GIS Coordinator Menza provided a brief update on his findings regarding developing a technology base inventory and will share his findings with the group for consideration at the February 2022 Technology Task Force meeting.

**TECHNOLOGY TASK FORCE
REGULAR MEETING MINUTES
January 12, 2022**

ADJOURNMENT

Motion by Arnob Second by Kidwell

Motion to adjourn 7:59 pm

Ayes: 4

Nays: 0. Motion carried.

Next Task Force Meeting February 9, 2022.

Respectfully submitted,

Aaron Menza
GIS Coordinator