



IT STEERING COMMITTEE MINUTES November 18, 2015

The IT Steering Committee met on Wednesday, November 18, 2015, at 1:30 p.m.

PRESENT: Chair Rebecca Grill, Joe Burtch, Jim Jandovitz, Audrey Key, Mike Lewis, Ed Lisinski, Sally Nusslock, Mason Pooler, Chuck Ruud, Monica Schultz, John Stibal, Dave Wepking, Jeanette Wardinski.

Ms. Grill said she has another appointment at 2:00 p.m. so asked if we could get through the meeting agenda in a timely fashion.

1. BP Logix Update

Jim Jandovitz provided an update on BP Logix projects. He demonstrated the online help system and said an upcoming meeting will address updates to the system before it is fully rolled out. Regarding the work order system, he suggested getting a quote from BP Logix (BP) to do this work for us, most likely at a rate of \$225/hour, and perhaps we would do the leg work and they would develop the system. Mr. Stibal suggested we have BP do everything for us because it will take us too much time to get it all ready to go, and further, this could be a test to see what they can do for us. Mr. Jandovitz said yes we can proceed this way, but it will require staff time on a regular basis to work with BP as they are working to set it up for us. Ms. Grill asked for Committee input on this particular project—do we can to go forward with the project in this manner? The Committee members present all agreed to move forward with BP taking on the development of the work order system. Ms. Grill further noted that the Council is prepared to fund those projects that the ITSC determines need outsourcing to move forward in a timely fashion. Mr. Stibal suggested having BP pay the City a \$10,000 retainer fee to do the work for us, especially hearing Mr. Jandovitz speak about BP wanting to expand its government work and that we are a case study for that work, which will financially benefit their business. Ms. Grill directed Mr. Jandovitz to obtain a quote from BP on the work order system that will then be introduced to the Council so we can move forward on this project.

Mr. Jandovitz then provided comments on the status of the other projects currently moving forward, including the snow & ice complaint system (which is close to being

finished) and the special use & site landscaping/architect plan form, which is near completion. Mr. Burch discussed the additional information he needs added to the form to capture the data they need to track. Work continues on pet licensing and that will be coming on line soon. Other projects that he wants to get going by the end of the year include BINS, grass cutting, C-Pac application, etc. He wants this all done in order to present a demo to the Administration & Finance Committee next spring. Other minor discussion ensued on the progress of these projects.

2. MSDSonline®
Ms. Grill noted this company will furnish the software for the storage and accessibility of City safety data sheets (SDS). Inventory Services will be the main users of the SDS.
3. Fire—ProPhoenix Implementation
Ms. Grill said they have been meeting bi-weekly with Fire on this project and progress is being made.
4. Intranet Update
Mr. Jandovitz said we will be going with Civic Plus on this project.
5. Project List Update
Ms. Grill noted that the project list was included with the agenda distribution. She asked if there were any corrections to the list. Mr. Stibal asked that the items be numbered.
6. Next Meeting
Ms. Grill said the December 23 meeting is cancelled, and the Committee will meet next on January 27 at 1:30 p.m.

The meeting adjourned at 2:00 p.m.