

**LODI CITY COUNCIL
SHIRTSLEEVE SESSION
CARNEGIE FORUM, 305 WEST PINE STREET
TUESDAY, DECEMBER 14, 2010**

A. Roll Call by City Clerk

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, December 14, 2010, commencing at 7:00 a.m.

Present: Council Member Hansen, Council Member Nakanishi, and Mayor Johnson
Absent: Council Member Katzakian, and Mayor Pro Tempore Mounce
Also Present: City Manager Bartlam, City Attorney Schwabauer, and City Clerk Johl

B. Topic(s)

B-1 Receive Presentation on Information Technology Policies (CM)

City Manager Bartlam provided a brief introduction to the subject matter of the proposed Information Technology (IT) policies.

Information Services Manager Steve Mann provided a PowerPoint presentation regarding the proposed IT policies. Specific topics of discussion included the policy package, reasons for new policies, response to auditor recommendations, accounting system development and maintenance, computer test environment, accounting and systems software, computer operations, unauthorized use of software, computer room, disaster preparedness and business continuity, service level agreements, web filtering, social networking, e-waste disposal, and implementation of the policies.

In response to Mayor Johnson, Mr. Mann stated administrative rights have been removed from all but two computers so that software such as Microsoft Office is not downloaded illegally without the proper licensing.

In response to Council Member Hansen, Mr. Mann stated the fail over system is an identical system to the primary system located in two different locations in the City.

In response to Mayor Johnson, Mr. Mann stated a hot fail over site is one located outside the City, relies on the Internet to host a duplicative system, and is generally expensive. Further, he stated pouring water on a computer system by way of sprinklers is not good and redundancy with a duplicative system is a better option.

In response to Myrna Wetzel, Mr. Mann stated with a fail over system when the main computer fails, information is passed over to the companion site at a different location and the user would not see the difference.

In response to Mayor Johnson, Mr. Mann stated the Police Department may need to store adult material on a computer as a part of an investigation and the City already uses Facebook for information dissemination based on departmental needs.

In response to Council Member Hansen, Deputy City Manager Jordan Ayers stated seven out of the ten auditor recommendations have been cleared and three remain.

In response to Mayor Johnson, Mr. Ayers stated the IT policies were run by the bargaining units because they could affect working conditions and feedback was desired.

In response to Mayor Johnson, Mr. Mann stated the biggest challenge facing IT is the replacement and cost of the IBM duplicative system, which several years ago was estimated to be approximately \$150,000. From a server computing standpoint the City is set for a few years with respect to cell phones and radios.

In response to Council Member Hansen, Mr. Ayers stated there are six people on IT staff and one in Finance that reports to him.

In response to Mayor Johnson, Mr. Ayers stated another big challenge is the replacement of the JDE software system, which will likely not be supported for too much longer by Oracle as it is approximately 15 years old. He further stated he is not sure what other jurisdictions are doing for software and the estimated replacement cost is \$1.5 million.

In response to Myrna Wetzel, Mr. Mann stated the older system does present some security challenges as well, although the vendor patches the system for protection.

In response to Mayor Johnson, Mr. Mann stated if IT were to lose a staff position, temporary help can be obtained although it may come at a premium.

In response to Council Member Hansen, Mr. Mann stated there is no permanent way to prevent malcontented employees from changing passwords on their way out, the City would need to go through the manufacturer to overcome the situation, but the City has taken as many precautions as possible against that type of a scenario. The primary reason for the lack of cross training opportunities is that staff is too busy performing the daily existing job.

In response to Myrna Wetzel, Mr. Mann stated the Wikileaks scenario is not too much of a concern for the City because most of the information is already public.

In response to Council Member Hansen, Mr. Ayers stated some personal information like social security numbers is on the automated system for billing and payroll although FACT Act policies are in place to address that.

In response to Council Member Hansen, Mr. Mann stated if there was a breach staff could review the log-in system and determine who accessed the system at a particular time.

In response to Myrna Wetzel, Mr. Mann stated a hacker cannot access the City's system through the Internet and the firewall.

C. Comments by Public on Non-Agenda Items

None.

D. Adjournment

No action was taken by the City Council. The meeting was adjourned at 7:40 a.m.

ATTEST:

Randi Johl
City Clerk