

## MINUTES

### COUNCIL-MANAGER BRIEFING

May 10, 2010

Vice Mayor Terry Senger called the Council-Manager Briefing to order at 6:00 p.m. at the Fairfield Municipal Building, 5350 Pleasant Avenue. The following Councilmembers were present: Marty Judd, Mike Oler, Tim Meyers, Mitch Rhodus, Tim Abbott, Terry Senger, and Mike Snyder. Staff present: John Clemmons, Angie Johns Dennis Stuckey, Arthur Pizzano, Dave Butsch, Joseph Waldmann, Mary Hopton, Mike Dickey, Carol Mayhall, and Dave Crouch.

#### **The Direction of Information Technology**

Information Technology Manager Joseph Waldmann discussed the service role of IT which provides service and support to all City departments and the regulatory role, which includes monitoring, regulation and security. Mr. Waldmann discussed the service aspect includes determining what users need for their individual jobs and providing them with what they need, securing the data. Mr. Waldmann discussed the regulatory role is that they strive to maintain a working balance between the needs of the users and what we spend to fulfill those needs. He further explained they handle data retention to adhere to Ohio laws and keeping data where it can be obtained if requested. Mr. Waldmann discussed the 2010 CIP projects including: City network infrastructure, various software maintenance, citywide scheduled hardware maintenance. He commented the citywide document imaging project has been pushed back to 2012. Finance Director Mary Hopton explained the top three projects are reoccurring annual projects adjusted each year based on need, age of equipment, and various factors. Mr. Waldman discussed the need for a migration to MS Windows 7 operating system on all new computers purchased and also rolled out on computers currently capable. Mr. Waldmann further explained we could stay with XP until the end of the year, but this is the year that Microsoft is abandoning support for XP, which means they are not going to write service packs and updates. He further discussed the similar need for the city-wide upgrade to MS Office 2007. Mr. Waldmann explained there will be internal training particularly for the Office Suite. He explained the deployment of the virtual environment, which will save us money, power and hardware costs. He also mentioned the plan to migrate to MS Exchange 2010, which is the operating system that handles e-mails. Mr. Waldmann stated they have extended the end of life on the hardware at people's desk from a three year rotation to closer to five. Ms. Hopton explained by extending the end of life for the equipment we have not been able to donate the equipment; we are taking that piece of equipment and using it until its end of life and then taking out the hard drives and scavenging parts. Mr. Waldmann explained the same is true for the Municipal Building Annex training room; he is getting as much out of these computers as he can. He stated because of the training IT is hoping to do in there internally, the machines will be replaced since they are almost six years old. He briefly discussed the move to Hewlett-Packard computers as opposed to Dell including their greater consistency of hardware with regard to purchases over time, easier and more efficient purchasing procedures, better vendor support and greater performance. Mr. Waldmann discussed computing trends include blade center servers; virtualization of servers, workstation and networks; smart devices; SharePoint; and cloud computing. Mr. Waldmann explained a blade is like a card that goes into a chassis that will hold a given number of blades and each blade is an actual physical server itself. He stated replacing servers with blades has lowered the cost of the server room, but also saves us on energy and makes us more manageable. He stated we have one blade enclosure in the Municipal Building Annex server room capable of holding 16 blades and right now we have five blades dedicated for specific tasks and one half chassis blade for virtual servers and one double. Mr. Waldmann explained virtualization is a software server rather than a physical server, which cuts down greatly on hardware costs. Mr. Waldmann commented we are going to have several virtual servers; we have several virtual PCs, but not in production, virtualized network drive space and network equipment. He explained tablet PCs and larger tablet type devices that we are beginning to employ in the city for Zoning Inspectors, Fire Inspectors will save a lot of time and make us more efficient for the citizens. He discussed the touch screens in the police cars and the fire vehicles are the same principle, but it is a bulkier set-up. Mr. Waldmann stated SharePoint is a suite of server capabilities that provide content management. He commented this will come into play when we go into the document imaging. He explained that it conglomerates data that the services that are available for accessing the data to the entire city in a centralized location. He further explained that cloud computing is a technology that allows you to use services, access data and run programs over the internet, which adds potential for less expensive equipment. He commented the services and programs have to be specifically written to work in such an environment. He explained how cloud computing functions. He discussed what we have right now that will work in a cloud environment is data storage all written by Microsoft including Microsoft Office with an upgrade to version 2010; email can be housed in a cloud with the servers off-site and data storage. He briefly discussed off-site storage of back up data. He commented that programs have to be written specifically such that they work in a cloud environment. Ms. Hopton commented that we are paying maintenance for CODY. Mrs. Hopton discussed the need for the firewall. Mr. Waldmann stated to date no request has come yet, that hasn't been opened by IT. Councilmember Meyers stated residents can buy tickets over the internet, pay their water bill, pay their taxes and asked what's next for the residents in terms of using all this equipment to enhance their life. Mr. Waldmann stated the next application will definitely be within Parks and Recreation where there are services we can expand on. Councilmember Meyers asked what's new, can you schedule tee time online. Mr. Waldmann explained those things are coming and as early as next year they are going to try to add registrations for classes online. He discussed the phone system at South Trace. Mr. Waldmann stated we use Barracuda to block spy ware, spam and inappropriate websites. Mr. Waldman stated hard drives on computers and copiers are physically destroyed. Councilmember Rhodus encouraged the default on the copiers be set to black and white instead of color. Mr. Waldmann discussed the difference in cost between color versus black and white copies and explained the measures in place to

encourage black and white copies. Keith Davis, 1853 Vernon Place, discussed Cincinnati Bell's server system that his church is using. Mr. Waldmann explained we have a very strong buying power because we are under state bid contracting and we do not have the costs being paid to Cincinnati Bell. He further stated the warranty facilitates with the replacement in case of lightning strikes.

Adjournment

The Council/Manager Briefing adjourned at 6:54 p.m.

Respectfully Submitted,

Angela Johns  
Clerk of Council