

**Simsbury Technology Task Force (STTF)
Regular Meeting
May 7, 2018**

Engineering Conference Room – Simsbury Town Hall
5:30pm



Meeting Minutes

Attendees: Melissa Appleby, Rick Bazzano, Harald Bender, Jason Casey, Larry DiSciacca, Chris Kelly, Mark Orenstein, Bill Rucci, Ray Rosati, Dennis Kearns.

The meeting was called to order at 5:30 by Chris Kelly.

Welcome Guests: Mr. Kelly introduced Dennis Kearns, a new Task Force member with a background in security. He will be appointed at the May 14, 2018 Board of Selectmen meeting.

Discussions:

- New Members – Mr. Kelly noted that he and Mr. Doyle interviewed six applicants for the three Task Force vacancies. In addition to Mr. Kearns, Liz Peterson and Evan Marks will be appointed by the Board of Selectmen at their next meeting.
- Remote Access Policy – This is still a work in progress, with the goal of finalizing at the June meeting. Mr. Bazzano indicated that the biggest outstanding component is the two-factor authentication.
- Policy Framework – Mr. Bender will work on the policy framework/template for the June meeting.
- IT Project List – Mr. Bazzano discussed the items on the IT project list, which has been shared on the group's Google drive. Items include: Library VOIP project (completed); off-site recovery; CEN (port-sharing between Town and Fire District and between the Board of Education and Library); and Town Clerk e-recording (completed).
- Next Steps/Agenda Items for next meeting – The group agreed to cancel the July meeting. For the June meeting, the group will discuss back-up plans/procedures (disaster recovery), finalize the Remote Access Policy, review the Policy Framework, and possibly discuss a 24/7 firewall monitoring service.

Mr. Orenstein made a motion to adjourn. Mr. Rucci seconded the motion which passed unanimously. The meeting adjourned at 6:01pm.