

# **Winnebago County Information Systems Committee Meeting Minutes**

**Wednesday, October 9, 2019**

Date: Wednesday, October 9, 2019

TIME: 5:30 p.m.

PLACE: Winnebago County Administrative Building  
112 Otter Ave, Oshkosh, WI 54901  
Ground Level Training Room 118

## **PRESENT:**

Supervisor Lawrence Smith  
Supervisor Stephanie Spellman  
Supervisor Aaron Wojciechowski  
Supervisor Rachel Youngquist  
IT Director Patty Francour  
County Board Chairman Shiloh Ramos  
Cyber Security Architect Jay Schaffer

Pat Brennand and Supervisor Steve Lenz were excused.

## **1. Call to Order**

Meeting was called to order at 5:42 p.m.

## **2. Approve agenda**

Smith moved to approve the agenda. Youngquist seconded the motion. Carried 4-0

## **3. Public Comments**

None

## **4. Approve minutes of last meeting**

Approval of the August and September minutes moved to the next meeting when minutes are available.

## **5. Cyber Security Presentation by Jay Schaefer, Winnebago County Cyber Security Architect**

- New security position responsibilities
- Asset lifecycle management to maximize ROI and minimize risk
- Quantity of attacks on network and quantity of malicious emails in Winnebago County email servers

- New vendor for cyber security training - InfoSec IQ - Will save \$10k/year as compared to last year's vendor cost; includes training course and testing employee's response to phishing email tests
- IS Security goals for 2020 include documentation for standard processes
- Risk of iPads and iPhones connected to intranet; future software upgrade consideration
- Discussion of which topics should be presented to the full board and when
- Cyber security tips
  1. Think before you click - links, emails, downloads
  2. Use different passwords for different applications
  3. Don't answer password recovery questions honestly
  4. Keep your software up to date
  5. Backup your data - multiple USB sticks, online backup

#### **6. Discussion/Action: Voting on iPads**

Smith made motion to bring to board for vote; Youngquist seconded; Carried 4-0

#### **7. Discussion/Action: Technology Replacement Plan**

Will postpone until next meeting when all members are present for the discussion

#### **8. IS Director's report**

- New temporary employee to help with Windows upgrade on devices
- Landfill remodel and new Human Service's building connectivity
- Voice vendor changes; SIP phone lines; lots of testing with copiers and fax machines; user training

#### **9. Agenda for next meeting**

Next meeting is scheduled for November 13, 2019 at 5:30 p.m.

Agenda

- Debrief on iPad resolution vote
- iPad replacement strategy

#### **10. Adjourn**

Spellman moved to adjourn. Youngquist seconded the motion. Carried 4-0. Meeting was adjourned at 6:48 p.m.

Submitted by Stephanie Spellman