

Natick Information Systems Advisory Board
Meeting Minutes – March 15, 2023
Virtual Meeting held via Zoom – remote participation

ATTENDEES

NISAB: Hank Szretter, Todd Gillenwater, Larry Drolet, Adam Johnson, Kevin Cullinane

Current NISAB members not present:

Town Government:

Municipal IS Department: Robert LeFrancois

School IS Department: Dennis Roche

Concerned Citizens:

AGENDA DISCUSSIONS

- **Quorum:** Four Board members present at 4:45 PM start. Kevin Cullinane joined several minutes into meeting.

- Minutes of previous meetings – N/A

School IS Director's Report – Dennis Roche update

1. Munis Project

- a. First goal is to move Munis to the cloud, upgrade to the latest version, train users on the new version, and implemented MFA for all Munis users. Completed.
- b. Second goal is to develop a road map for Munis efficiencies, automation, and identify resources needed to keep this moving forward.
- c. Need to also identify all the Munis Modules we own and have available to us.

2. Attended and Presented at META A CTO Clinic (March 9th & 10th)

- a. Attended two day conference that focused on Cyber Security for Towns & Schools.
- b. Presented - Building a Culture of Security Awareness

3. Incident Response Plan Development

- a. CyberSecurity is a Team Sport so more people need to be involved,
- b. Conducting a Table Top Exercise on a Cyber Event with the Cabinet Team
- c. Need collaboration with the Town to be successful.

Information Technology Director Report & Web site discussion:

1. Munis Project Status - Completed

The Munis ERP Upgrade project was completed successfully on Sunday, March 12 th and was available to all users on Monday, March 13 th

Munis Support requests have been moderate and are being resolved by Munis tech support fairly quickly. We are a high priority.

MFA Deployment using the Yubico Security Key, YubiKey 5, USB-C - successful, my staff deployed the keys to the Town Munis users and a thank you to Dennis and his staff for taking care of the school Munis users.

2. IT Manager position has been advertised and we are hoping to fill the position soon.

3. Next big project - Harbor Cloud Elevate (Yealink) Cloud phone system, configuration and deployment schedules to be determined soon. Initial kickoff meetings will start next week, although a date has yet to be confirmed. The configuration will start in Q2, with implementation and physical deployment to be scheduled over the summer.

4. Cyber Incident Response plan project underway with Andre managing the project, more details to follow.

Citizen's Concerns:

Concerns of members of the Board:

Next Meeting of the Board: TBD, May 2023?

Meeting Adjourned at 5:00PM