

## Minutes to IT Subcommittee Meeting 3/13/2012

**Attendees:** Gary Patteson, Jo Butler, Thea Berkhout, Bob McQueen, Bob Hough, Jenny Crumiller (Council), Wendy Rayner (Citizen), Irina Rivkin (Princeton University Liaison), Matt DeCurtis (mindSHIFT), Henry Singer

**Absent:** Patrick Simon (Consolidation Commission Liaison)

- Minutes of 3/13/12 approved.
- Discussion of existing hardware, software, vendor support led by Bob McQueen and Matt DeCurtis. Summary exhibit – still a work in process -- prepared by Gary served as foundation for discussion. Current IT capital and operating budgets for both Borough and Township to be determined in order to track savings from consolidation integration.
- General business model: if borough has hardware/software A, and the township has hardware/software B, then the likely cost effective solution will be to migrate to A or B, unless there is a compelling reason to choose C. Jo Butler suggested decision-making behind current borough hardware/software was of uncertain quality.
- Henry Singer provided a more fulsome framework to look at our IT Inventory and possible scenarios and disposition.
  - No application migration, no hardware move
  - No application migration, hardware move required
  - Application migration or extension required, no hardware move
  - Application migration or extension required, hardware move required
- Bob Hough and Bob McQueen volunteered to survey their respective departments for all IT activity. Besides the clearly identifiable software – general ledger, tax, etc, there is a desire to capture other "work-around" solutions that departments depend on as part of their business process.
- Jo Butler and Jenny Crumiller volunteered to poll Township Committee and Borough Council members as to their perceived IT priorities. It is expected they will name website, email, and records management.