



**Ravenna City Council
Information Systems Committee Meeting Minutes
September 14th, 2020**

The public meeting was held via Zoom and live streamed via YouTube. A video recording of the meeting can be found at: <https://www.youtube.com/watch?v=FOyQvHF1qW8>

Council present via Zoom: Council President Andrew Kluge, Amy Michael, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper.

Also attending the meeting via Zoom: Mayor Frank Seman; Police Chief, Jeff Wallis; Acting Fire Chief, Mark Chapple; Finance Director, Brian Huff; City Engineer, Bob Finney; Service Director, Kay Dubinsky; Patrick Hickey, Gary Bishop and Council Clerk, Chelsea Gregor

The Information Systems Committee Meeting was called to order at 5:31 P.M. by Chairperson, Cheryl Wood.

The first discussion item was to consider Cyber Insurance.

Ms. Wood introduced Patrick Hickey from Love Insurance who explained the various types of Cyber Insurance, how it can affect government entities and how if a cyber attack does occur, how the City would be covered and able to recoup any losses. The cyber questionnaire that the City would need to fill out to determine what kind of coverage would be best, would have an impact on pricing. Mr. Hickey said that he would send Mr. Huff some applications to fill out to get the item rolling to be able to get a quote back to Council.

- The item was moved forward

The second discussion item was to renew Love Insurance.

There was no discussion on the annual renewal of Love insurance.

- The item was moved forward

The third discussion item was Gary Bishop as an IT consultant.

Ms. Wood explained that the reason for considering a part-time IT consultant was to have someone to discuss the projects that the City undertakes with Quality IP. To have a third-party person that has the expertise to examine impartially the quality and necessity of projects as well as any suggestions that Quality IP makes to the City. Ms. Wood explained that having a consultant would help to be a liaison in understanding the technical aspect of what the City needs while working with Quality IP.

Mr. Bishop has experience working with Quality IP and with local government, since he works for the City of Kent as their IT person, which would be a parallel experience if he were to work part-time for the City of Ravenna as a consultant.

Mr. Kairis was concerned that the position as a consultant would need to go through the normal hiring process just like the City goes through with any regular employee, which would involve describing what the City is looking for in the position and then inviting people to apply for the position.

It was explained that the position would be on an as needed hourly basis with no set hours that would not interfere with Mr. Bishop's day job.

Council members discussed the different aspects of what the job would entail and how many hours would be given. There was concern for writing up a job description for a consultation position that is only as needed, along with having government IT experience. The Mayor stated that the HR Director will have a part in putting together the job description. Mr. Huff emphasized that even if Mr. Bishop were not hired, it would need to be someone with a similar background and expertise to suit the City's needs as a consultant.

Mr. Kairis stated that it would be best if the discussion went through another cycle at next months meeting to have more information.

- The item was not moved forward

There being no further business for discussion, the meeting adjourned at 6:19 P.M.

ATTEST:

Clerk of Council

**Cheryl Wood, Chairperson
Information Systems Committee**