



Ravenna City Council
Information Systems Committee Meeting Minutes
December 12, 2022

The public meeting was held in person in City Council Chambers.

Council present: Council President Andrew Kluge, Amy Michael, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper. Also attending the meeting: Mayor Frank Seman; Fire Chief, Mark Chapple; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor, Tim Contant, Mason Kaniewski, Larry Silenius, Cliff Soudil, John McFarland and Diane Smith

The Information Systems Committee Meeting was called to order at 6:00 P.M. by Committee member, Christina West.

The first item was IT Survey.

City Safety Officer, Tim Contant, addressed Council to explain an IT survey that was given to all full-time employees to gather information on their experiences with Quality IP. He stated that there was a 40% response rate with 41 survey responses and 31 comments. Mr. Contant stated that it was good to send out the surveys to help see what way the City wants to go with IT support when the contract for Quality IP runs out in July of 2024. He explained some of the survey results and stated that communication needs to be better, along with the level of technical expertise among technicians.

Ms. West stated that a possible future option would be a hybrid sharing service between an IT company and an IT employee to better oversee the needs of the City.

Mr. Contant explained that the Parks and Recreation Department has been working on installing cameras at Chestnut Hills Park for two years, which is still not completed, and added that Quality IP is not good on completing projects.

Ms. West stated that she will look into the cost of hiring an IT employee and that the survey was meant to help troubleshoot the best needs for the City well in advance.

- The item was for discussion only

The second item was Community Survey.

Ms. West shared a draft of the community survey that she has been working on and stated that it is to help get basic feedback from residents and businesses on Ravenna.

- The item was for discussion only

Management Update

Mr. Finney stated that there were sound issues at the Design Review Commission meeting with utilizing Zoom to interview consultants. It was stated that there needs to be some technology testing with Zoom and to prepare early. There also needs to be more information on how to utilize the recording equipment.

There being no further business for discussion, the meeting adjourned at 6:32 P.M.

ATTEST:

Clerk of Council

**Christina West, Chairperson
Information Systems Committee**