



Ravenna City Council
Information Systems Committee Meeting Minutes
May 15, 2023

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, Matt Harper

Also attending the meeting: Mayor Frank Seman; Police Chief, Jeff Wallis; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor; Cliff Soudil, Larry Silenius, John MacFarland, Lou Dudek

The Information Systems Committee Meeting was called to order at 7:03 P.M. by Committee member, Christina West.

The first item was servers and options.

Ms. West stated that there are a couple of servers that need to be replaced and Mr. Huff was looking into options.

Mr. Huff stated that Quality IP has submitted a quote for new servers. He explained that Kent had recently switched to a cloud-based service in lieu of servers because they had poor server locations, and added that the City of Ravenna also has the same issue. Mr. Huff stated that there is a company based in Akron that can provide the services and he said that a monthly cost could be approximately \$5,000 depending on the amount of data being stored.

- The item was moved forward.

The second item was a contract with Katie.

Mr. Huff stated that a former Quality IT employee that had worked with the City was considered as a potential in-house IT personnel.

Ms. West explained that the City does not have a person to help give feedback on what needs to be done, or to consider what suggestions are given by Quality IP regarding upgrades or additional IT services.

Mr. Huff stated that the warranty has expired on two servers within the City and that the warranties cannot be extended beyond seven years.

Ms. West stated that an option would be to switch to cloud based services to replace the need for physical servers, but it is unsure which would be best.

Mr. Kairis stated that it would be better if someone were to be able to come in to explain the options.

Mr. Huff clarified that the other servers still have their warranties and explained that a server at the Police Department and a server at the Ravenna Athletic Club both have expired warranties. Ms. West stated that the City needs an IT expert to help figure out the technical projects that arise and that an IT person can work to get more options and give options on items. She explained that Katie could work just like Gary did to give feedback.

Mr. Kairis stated that even though Katie is familiar with the IT set up within the City, he was unsure if there would be pros and cons with working with a former Quality IP employee while having a contract with Quality IP.

- The item was for discussion only.

The third item was a future plan for in-house IT person.

Ms. West stated that at her place of employment they have a contract for an in-house IT person and an IT company to create a hybrid that works out great for them and suggested the same for the City.

Mr. Kairis stated that it is a big expense to hire a full-time employee and that in one year the City will consider options for IT companies when the contract is over with Quality IP.

Mayor Seman explained that he attended a workshop that discussed concerns with possible cyber war from overseas and stated that a high-quality IT person can be utilized to determine security risks that the City could face. Mayor Seman asked how the City gets ahead of issues and stays ahead of communication with possible disaster and city issues. He stated that the City needs to change the IT structure for next year, adding that the City currently gets weekly email tests from Quality IP which are to help educate employees on cyber issues.

Mr. Moskun stated that it would be great to have an in-house IT person to take care of problems and said that sometimes it can take days for an issue to be resolved with Quality IP. He said that the City needs a person who specializes in IT issues.

- The item was for discussion only.

Management Update

There being no further business for discussion, the meeting adjourned at 7:32 P.M.

ATTEST:

Clerk of Council

**Christina West, Chairperson
Information Systems Committee**