TRC Meeting Agenda: Date: October 18, 2018

Time: 10:00 AM

Location: DTI GRAND CENTRAL, Room 205

Member	Person Representing (print name)
DTI – Director/CIO	Brian Osterloh
DTI – Application Manager	Miguel Navrot for BAO
DTI – Communications Manager	Patrick Brown / Obed Chavez
DTI – Infrastructure and Operations Manager	Andre O'Brien
DTI – ERP	Allan Armenta
DTI – APD	Mark Leech
AFD	
Animal Welfare	
Aviation	Patrick Frias - phone
Cultural Services	
Cultural Services - Library	John Meier - phone
Environmental Health	Jorge Gonzalez
Family and Community Services	
DFAS – Purchasing	
DFAS – Risk Management	
Internal Audit	
Municipal Development	raChelle Karman
Parks and Recreation	
Planning	Darryn Phillips - phone
Senior Affairs	
Solid Waste Management	
Transit	Ron Dupuy

WHAT	WHO	TIME	AGENDA
Housekeeping:			Next TRC Meeting is November 1, 2018
Call to order	Andre	0	
Roll call	MyChelle	0	There was a quorum.
Approve of the Agendum:	Andre		Move to Approve: Miguel Navrot Second: Brian Osterloh
Review Minutes from Previous TRC	Andre		Last meeting was held on October 4, 2018.
Routine Business:		0	
Review TRC Request	All		
Review and Approval of Policies, Procedures & Standards	All	0	Information Technology Commodit Acceptable Use Policy.docx Anti Malware (replaces AntiVirus).dc Information Technology Protection InformationSecurityIncidentResponse.docx InformationSecurityResponseProcedure.doc Anti Malware Standard.docx

| | | | | Information Technology Commodities:
    Motion to approve: Brian Osterloh
    Second: Mark Leech
    Call for question: Brian Osterloh
        Yes – Unanimous

Acceptable Use of IT Resources Policy
    Motion to approve: Brian Osterloh
    Second: Miguel Navrot
    Discussion – Andre recommended that the policy be changed to a standard. Brian to work with Kristen on how to divide the policy into a policy and a standard.

    Suggested wording for policy statement:
        This policy will be carried out with acceptable use standard.

    Brian moved to remove motion to approve
    Miguel seconded (agreed)

    Brian moved to defer
    Miguel Seconded

    Call for question: Brian Osterloh
        Yes – Unanimous

Anti-Malware Policy
    Motion to approve: Brian Osterloh
    Second: Mark Leech
    Discussion – Paul Chapman stated the policy is already in practice. The request is to formalize the policy because of the audit

    Call for question: Brian Osterloh
        Yes – Unanimous

Information Technology Protection Policy
    Motion to approve: Brian Osterloh
    Second: Miguel Navrot
    Discussion – recommended by RiskSense. Brian stated that the ISC wants to have the policies Paired down. Brian to work with Kristen

    Brian Osterloh withdrew motion to approve.
    Second: Miguel

    Brian Osterloh moved to defer |

			Second Miguel
			
			Call for question: Andre O'Brien
			    Yes – Unanimous
			
			Information Security Incident Response Policy
			    Paul Chapman moved to defer
			    Second Mark Leech
			
			Call for question: Andre O'Brien
			    Yes – Unanimous
			
			Information Security Incident Response Procedure
			    Presented as information only
			
			Anti-Malware Standard
			    Motion to approve: Mark Leech
			    Second: Brian Osterloh
			
			Call for question: Andre O'Brien
			    Yes – Unanimous
			
			Brian Osterloh instructed everyone to read the procedure

Problems, Warnings, Situational Awareness, Saved Rounds?	All	0	
Total Time			Brian Osterloh moved to adjourn meeting at 10:30 Second: Miguel Navrot Call for question: Andre O'Brien Yes – Unanimous