

Technology & Communications Commission
MINUTES
December 7, 2021

Commission Members Present: Peter Hill, Chair
John Binkley Vice Chair
Aaron Nadler
Jack Curtis
Richard Jackson
Daoud Ahmed

Commission Members Absent: Katherine Johnson

Council Liaison Absent: Neil Steinberg

Staff Present: Jakub Jedrzejczak
John Callahan

1. Call to Order 7:02PM
2. Establish Quorum,
3. Pledge of Allegiance
4. Approval of Minutes
 - a. November 9, 2021. Motion to approve Jackson, Curtis 2nd. Motion passes 6-0.
5. Petitioners – None.
6. Presentation: Eric Bryd, Economic Development Commission
 - a. Bryd - Discussion on how the Economic Development Commission and Technology Communications Commissions can work together between the two commissions.
 - b. Bryd – Overview of the role of the Economic Development Commission. The Commission looks and think what the Town does and how it impacts business. How the Town can foster a healthy business environment in the Town.
 - c. Bryd – Will share with the EDC that he came to talk with the Technology and Communications Commission and talked about getting a liaison between the two commission.
7. Old Business
 - a. Technology and Communications Technology, Ideas, and Proposed Priorities.
 - i. Callahan - Additional Annual Report items need to be added to the presentation for January 10, 2022. Presentation length is 10 minutes.
 - ii. Hill – Focal point of the presentation is the strategic plan and what came out of the process and is what has been behind what the Information Technology Department has completed.
 - iii. Hill – To send out a completed version of the presentation for comments.
 - iv. Binkley and Jackson have indicated they would be there at the Council Meeting on January 10, 2022 for the presentation.
8. Subcommittee Reports
 - a. Economic Development/Mason Enterprise Center Partnership –
 1. Binkley – Would like to serve as liaison. Curtis nominates John Binkley to serve as the Technology and Communications Commission liaison to the

Leesburg Economic Development Commission. Jackson 2nd Nomination passes 6-0.

9. New Business

a. FY23 Budget Discussion

- i. Jedrzejczak – Overview of the Town budget process and how Information Technology works with the departments to develop the Information Technology budget.
- ii. Jedrzejczak – Town Information Technology priority discussion of having an additional help desk personnel, phone System update, SQL server upgrade project, increase in the cyber security program funding and a formal technology disaster recovery plan. Also included would be for network connectivity for fiber that has been submitted to the Town’s Capital Improvement Program. Finally, the digital town hall initiative, improving the digital footprint in Town.
- iii. Hill – Request putting two or three bullet items under each topic that explains what does not happen now that this would help facilitate.
- iv. Motion to support Kuba’s priorities Curtis, Jackson 2nd. Motion passes 6-0.
- v. Hill- Will show let council know of the support from the commission of the priorities listed in the presentation to Council.

10. Commissioner Comments

- a. Curtis – Appreciated Eric coming to talk to the commission.
- b. Binkley – Happy Holidays to all.
- c. Jackson – Happy holidays and Happy New Year.
- d. Hill – Wish Happy Holidays. Sent email to chair of Police Task force and let her know that the commission was there to help them with any technology items they need. Also, the Chief of Police was interested in having the commission participate in his presentation to the Police Task Force on what technology the Police Department is using today.

11. Adjourn 8:23PM. Motion to adjourn, Binkley, Nadler 2nd, passes 6-0.

Next Meeting: January 4, 2022