

Technology & Communications Commission
DRAFT MINUTES
November 1, 2022

Commission Members Present:

Peter Hill, Chair (Electronic)
John Binkley, Vice Chair
Ben Taylor
Richard Jackson
Katherine Johnson
Chris Grandjean

Commission Member Absent: Aaron Nadler

Council Liaison Present: Neil Steinberg

Staff Present: Jakub Jedrzejczak
John Callahan
Bill McIntyre

- Call to Order

- Establish Quorum
 - Quorum present.
- “Pursuant to VA Code § 2.2-3708.2 and the Town’s Remote Electronic Participation Policy, Commissioner Pete Hill, Chair Pete Hill has notified me, as the Vice Chair, that he is unable to attend the meeting due to a medical condition. Arrangements have been made for his voice to be heard by everybody and joining remotely. Commissioner Peter Hill is participating from Leesburg, VA.”
Motion to allow Commissioner Peter Hill to participate remotely. *Mr. Jackson motion, 2nd Mr. Johnson, motion passes 4-0*
- Pledge of Allegiance
- Approval of Minutes
October 4, 2022, Mr. Grandjean Motion, 2nd Mr. Jackson, motion to approve passes 5-0.
- Petitioners - none
- Old Business - none

- Subcommittee Reports
Economic Development/Mason Enterprise Center Partnership

- New Business - None
- Closed Session
 - Closed Session Open 7:05 PM
 - “I move for the Leesburg Technology and Communications Commission to go into closed session to discuss Information Technology’s Incident Response and Disaster Recovery Plan under the provisions of Code of Virginia Section 2.2-3711(A)(19)

Motion *Mr. Binkley, 2nd Mr. Hill, motion to enter closed session Passes 5-0*

- Closed Session Closed 7:51 PM

"I move that only public business matters lawfully exempted from open meeting requirements were discussed and only such public business matters that were identified in the motion by which this closed meeting was convened were heard, discussed, or considered in the meeting."

Roll Call Vote

- Peter Hill - Yea
 - John Binkley - Yea
 - Richard Jackson - Yea
 - Katherine Johnson - Yea
 - Chris Grandjean – Yea
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- Commissioner Comments.
 - Mr. Hill, thought the information provided was a nice piece a work and that he looks forward to being back in December
 - Mr. Binkley offers best wishes and prayers for Mr. Hill.
 - Mr. Binkley also wanted to go on record not doubting the Town Managers (inaudible) He is the only named person that can declare an incident. He was a little concerned about a single point of failure.
 - Mr. Binkley also wished the commission happy holidays.
 - Mr. Binkley worked with a coworker who founded Verizon Incident Response Group and he always said that the plans were important, because the human being had only so much capacity and what you could take off the plates in non-core decisions and allow them to make the important decisions in an emergency is the best.
 - Ms. Johnson (inaudible)
 - Mr. Jackson (inaudible)
 - Mr. Grandjean (inaudible)
 - Council Rep Comments.
 - Mr. Steinberg complements staff on the work. The Town Manager makes great hires, hiring the best talent when it comes to technological expertise especially when it comes to cybersecurity or water treatment plants.
 - Mr. Steinberg wishes everyone a happy holiday.
 - Information Technology Director Comments
 - Mr. Jedrzejczak want to say thank you to the commission and Town Council for their support and when you want the director to do the plan, he does not disappoint and when there is funds behind the plan we get work done. He considers Cyber Security is public safety and important for plan for the Town and preparing for any emergency.
 - Adjourn 7:56 PM *Mr. Jackson motion to adjourn, 2nd Ms. Johnson. Motion to adjourn passes 5-0.*

Next Meeting, December 6, 2022, 7:00 PM.