



Technology and Communications Commission
April 2, 2024, 7:00 p.m.
Council Chamber, Town Hall
Agenda

- Call to Order
- Establish Quorum
- Pledge of Allegiance
- Approval of Minutes
 - March 5, 2024, Meeting Minutes
- Petitioners
- Old Business
 - Digital Town Hall Technology and Communications Commission Public Input
- New Business
 - Boards and Commission Network Event – April 29, 2024, 6PM Ida Lee Recreation Center
 - Town Cyber Security Council - Discussion
 - FY25 Information Technology Budget Update
- Commissioner Comments
- Council Member Comments
- Information Technology Director Comments
- Adjourn

If you require any type of reasonable accommodation as a result of a physical, sensory or mental disability, to attend and/or participate in this meeting, please contact Jakub Jedrzejczak, Director of Information Technology, 703-771-2708. Three days' advance notice is requested.

Technology & Communications Commission
DRAFT MINUTES
March 5, 2024

Commission Members Present: John Binkley Chair
Richard Jackson, Vice Chair
Aaron Nadler
Katherine Johnson
Chris Grandjean
Brandon Garay
Eric Whyne

Council Liaison Present: Neil Steinberg

Staff Present: Jakub Jedrzejczak
John Callahan

1. Call to Order 7:00PM
2. Establish Quorum
 - a. Quorum present.
3. Pledge of Allegiance
4. Approval of Minutes – February 6, 2024
Motion to approve the meeting minutes: “with the understanding that John is going to add the names identifying the person moving the person to adjourn and adjourn and seconding the motion in the minutes.” approve Binkley, 2nd Jackson, Motion Passes 4-0-3.
5. Petitioners – None
6. Meeting Calendar November Move Date – Jackson so “moves to eliminate the November meeting date” 2nd Johnson Motion passes 7-0
7. Old Business
 - a. Digital Town Hall Technology and Communications Commission Public Input
Mr. Jedrzejczak has indicate that the survey has been cleaned up and updated and that he is sharing with Town Leadership and if they wanted to add or recommend anything. He considered the survey is done from the Commission side.
Mr. Binkley ask if there were any concerns and no Commissioner responded.
8. New Business – None
9. Closed Session Cyber Security Plan Updates

MOTION: I move pursuant to § 2.2-3711(A)(19) of the Code of Virginia that the Leesburg Technology and Communications Commission convene in a closed meeting for the purpose of presenting Town cyber security plan updates.

Jackson 2nd, Closed Session motion passes 7-0.

Closed Session Start time: 7:08 PM

Binkley MOTION: In accordance with Section § 2.2-3712 of the Code of Virginia, I move that Commission certify to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Freedom of Information Act and such public business matters for the purpose identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by Commission.

Jackson 2nd

Roll Call Vote:

Jackson aye
Binkley aye
Nadler aye
Johnson aye
Grandjean aye
Garay aye
Whyne aye

Closed Session End time: 7:55 PM

10. Commissioner Comments –

Mr. Nadler I suppose according to Roberts Rules, the reading and approval of minutes that there is not a formal motion to approve minutes in not necessary although such a motion is not out of order and as such it doesn't look like there is a proper vote necessary on the changes that should be agreed upon unanimously.

Mr. Binkley is happy that they have a full house.

Mr. Jackson Kudos to Kuba

11. Council Rep Comments. - None

12. IT Director Comments

Mr. Jedrzejczak Thank you for listening to the ideas and support the department. He is happy that he passed the exam, and the Town has a certified CISO, and that the Town has that function.

13. Adjourn 7:58 PM Motion to adjourn, Jackson, 2nd Johnson, Motion Passes 7-0

Next Meeting, April 2, 2024, 7:00 pm.