

# **City of Gahanna**

*200 South Hamilton Road  
Gahanna, Ohio 43230*



## **Meeting Minutes**

**Monday, January 25, 1999**

**Immediately following Service and Development**

**8:00 PM**

**Council Committee Rooms**

## **Communications & Technology Committee**

*Thomas R. Kneeland, Chairman*

*Sherie James-Arnold*

*Debra A. Payne*

*Robert W. Kelley, ex officio*

## PENDING LEGISLATION

**Members Present:** Thomas R. Kneeland, Sherie James-Arnold and Debra A. Payne

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### 990018

TO AUTHORIZE THE MAYOR TO ENTER INTO AGREEMENT WITH LAKE BUSINESS PRODUCTS INC. FOR THE PURCHASE OF A CANON CD4046.

Isler requested the supplemental be dropped from this legislation; will handle internally as a transfer from maintenance.

**Recommended for Substitution and Adoption to Consent Agenda (Duplicate)**

## ISSUE

### Issue - Chambers Audio/Video Equipment

Kneeland stated this item was on the agenda as a result of problems in the last few months with the audio visual equipment as well as the lights; request is to have a complete tuneup done; what kind of time line are we talking about.

Choung stated that the company we purchased from is coming out on Thursday; requesting an owner's manual to show us how to resolve problems when they arise; go through the entire system with us.

White stated that the system will probably need to be shut down for a couple of weeks; take some things off line; have noticed that items don't seem to be going through the presenter as they should be; may have to add another switch so everything can be controlled at the presenter; probably was not wired right initially.

Choung reiterated that we are asking the original person who did do the installation to come out; giving them the chance to go over it and make corrections.

Kneeland stated that Service Department is overseeing this; if the original company can't fix the problems, then we need to get someone who can. Will be revisiting the lighting; seems to be a computer glitch; would like to have an update on this issue in two weeks; keep us in the loop; feel we should have closure on this within the month; if it can't be done in 30 days time to find someone else.

**Held in Committee**

## MONITOR

### 980517

#### INTERNET ACCESS POLICIES

Kneeland stated he had asked the Mayor to sit in; internally we do not have a formal internet policy adopted; do share some of Mayor's concerns; administration wishes to purchase software to control and limit where people can visit; my philosophy differs a little bit; discuss this as a policy setting situation; most corporate folks set a policy and don't block access; handle on an individual basis; don't deal with the masses without first using a policy; haven't had opportunity for McGregor to sit in on a discussion.

McGregor stated that in looking at various types of software are some that would require a lot of time from Ernest to maintain or install and monitor; we don't have the staff to do that; need something that is dependable and does not interfere with other systems; think we have found one that is simple and doesn't interfere with others; as a city we are vulnerable to bad publicity; to put temptation in front of people is not healthy; there is a

record in every computer; we don't want to catch somebody; we don't want to have deal with this type of an issue; feel we have found a simple and inexpensive program.

In response to question from James-Arnold, McGregor stated phone bills are reviewed every month by Director of Public Service and Director of Finance; we don't make many long distance phones calls. James-Arnold asked if there was a written policy that says you will lose your job or be laid off. McGregor stated an example was the Police Department who complained about their computers being slow; when Mary would check there would be a lot of illegal software on it; would take them off and they would reappear; no one would admit to putting them on; feel we have taken care of that situation; is extremely difficult in public sector to fire someone; easier just to put temptation out of the way.

Kneeland asked if there was an amount on the cost of the software and the deployment of that software as well as all administrative charges; are choosing not to have a policy but restrict by software; do we have an idea on that cost; if not can we put that together; is enough work to keep Choung busy without having to police people's actions. Choung stated software cost was approximately \$1,600 for 100 users. McGregor stated that the software has been purchased. Choung noted that because of our dual access setup right now the software will not work; made specifically for Netscape Navigator. In response to question from Kneeland, Choung stated that deploying the software is not expensive; also not much of a labor cost since it is self policing. Kneeland noted that we also need to implement some policies; requested numbers from Choung for next meeting regarding total cost; also need to know if there are other restrictions or packages this software would be forcing us to purchase.

In response to question, Choung noted Ameritech will be in on February 22 to activate our line.

Kneeland noted this will continue as a monitor item on the agenda.

**Held in Committee**

**980518**

#### **CDROM DEVELOPMENT ISSUES**

White stated that after the last meeting a memo was sent to department heads asking for any particular uses they thought would be appropriate; will have report at next meeting.

**Held in Committee**

**ISOBEL L. SHERWOOD, CMC/AAE, Deputy Clerk of Council, reporting**