Information Systems Advisory Board Meeting
May 9, 2000
Minutes

The minutes of the March 7th meeting were approved as submitted and will be posted on the web site.

I.   OLD BUSINESS

A. TOWN UPDATE
  Beth reported that the Town has been occupied with the following:

  1. *High Speed Wireless Internet Access*

      No response yet from Metricom on the High Speed Wireless Internet Access proposal.

  2. *Virus*

      Beth reported that the Town of Westwood did not experience any "I Love You" virus problems.

  3. *Department Head Meeting*

      The budget was passed and there were no I.S. questions addressed at the meeting.

  4. *ISAB Vacancies*

      There are currently three vacancies on the Information Advisory Board. Leon Barzin suggested that we recruit some members of the High-Speed Internet Access e-mail group. Leon Barzin will compose a letter and extend this invitation to all connect users.

  5. *Town Meetings On-Line*

      Beth Ahern suggested exploring the possibilities of having an On-line Town Meeting in the future. If a town resident was unable to attend the meeting, they would have the option to participate on-line. This would require interactive participation.

  6. *Outsource Payroll*

      The Town of Westwood is looking into outsourcing their payroll with a rollover date of September 1, 2000.

  7. *Web Page*

      The Town meeting results were posted each evening of the meetings. Substantive information is being provided from departments, but even more is desired. The conservation commission is currently working on their page.

  8. *ISAB June Meeting*

      The ISAB meeting for June 6, 2000 will be rescheduled to June 13, 2000.

B. SCHOOLS UPDATE
   Beth reported the following updates for the School:

  1. *Systems Analyst Position*

      The I.S. department has hired Kevin Dolan as Systems Analyst and he will be starting on May 22, 2000.

  2. *Scheduling*

The I.S. department has begun scheduling students in the High School for the school year 2000-2001.

3. *Computer Network Needs*

Beth Ahern and Bill Johnson met with Paul Ash, Superintendent on March 22, 2000 to discuss the towns computer network needs.   A list was compiled of all their computer network needs and forward to the I.S. department for review. The Information Systems Advisory Board suggested that this list be ranked by priority and if it is an enhancement or a new request. Peter Kirkby suggested creating a matrix for each request to determine the overall cost and manpower needed.

4. *Remote Monitoring*

Alpine Systems and Integrated Solutions are working on a proposal to monitor the network.

C. GIS UPDATE

1. *GIS Analyst position*

Donna McClellan is now working as the GIS analyst. Maps and slides were provided for the Town Meeting.

2. *GIS Training*

The GIS department will be scheduling training classes for GIS in the upcoming weeks.

II.	**NEW BUSINESS**
III.	**OTHER BUSINESS –** *none reported.*
IV.	**PUBLIC & PRESS**
V.	**ADJOURNMENT**

The meeting was adjourned at 8:30 p.m.

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