

**RECEIVED
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BELMONT, MA**

DATE: March 22, 2024

TIME: 8:45 AM

Information Technology Advisory Committee (ITAC)
Town of Belmont
15 February 2024
Conference Room Virtual via Zoom

APPROVED MINUTES

[Minutes are sent to the Town Clerk, belmont-ma.gov!townclerk when approved]

Attending

- * Dave Goldberg <verizon.net!david.goldberg6> (co-chair) (VM)
- * Dan Ellard <gmail.com!ellard> (co-chair) (VM)
- * Jim Berets <gmail.com!jberets> (VM) (note taker for this meeting)
- * Phil Lawrence <live.com!plaw> (VM)
- * Paul Roberts <gmail.com!paulroberts> (VM)
- * Jonathan Birge <mit.edu!birge> (VM)
- * Kristin Nelson-Patel <gmail.com!kristin.nelson.patel> (VM)
- * Jonathan Green <gmail.com!green.jbg> (VM)
- * Charles Smart <verizon.net!cnsmart> (founding chair) (VM)

Voting Members Not Present:

- * None

Other attendees

- * None

Meeting called to order February 15, 2024 at 7:32pm.

The minutes of the ITAC meeting of January 18, 2024 were reviewed. Paul Roberts moved to approve the minutes. The vote on approval of those minutes was:

David Goldberg: yes
Charles Smart: yes
Jim Berets: yes
Jonathan Birge: yes
Paul Roberts: yes
Dan Ellard: abstain
Jonathan Green: yes

Kristen Nelson-Patel: yes

Phil Lawrence: yes

Motion carried 8 yes to 1 abstain. Dave Goldberg will submit the minutes to the Town Clerk.

Public comments/questions

* none

Update on previous action items

* Mr. Goldberg did not recall the position of the ITAC from the last meeting regarding the letter he was asked to write pertaining to EV charging. This issue will be dropped unless an ITAC member contacts Mr. Goldberg and follows up.

* Mr. Goldberg contacted town administration regarding updating the Town website to reflect the new ITAC leadership / members and to update that Steve Mazzola was no longer the contact for the Schools. The website has been updated.

Letter to the Light Board

* After the prior meeting, Mr. Goldberg drafted a letter regarding the Light Board potentially appointing a representative to ITAC. The ITAC reviewed and edited the letter.

* Mr. Berets made, and Ms. Nelson-Patel seconded a motion to send the letter to the Light Board. The motion to send the letter carried unanimously, and Mr. Goldberg will submit it to the Light Board, with a cc to Patrice Garvin.

ITAC Annual Report

* An email was received reminding the Chair that the ITAC needed to submit an Annual Report for 2023. The report should be submitted by March 1, 2024. Mr. Goldberg will draft a report for review by the ITAC.

Other business

* Mr. Roberts raised the subject of an article published recently about Denmark ordering schools to stop sending student data to Google (https://www.bleepingcomputer.com/news/google/denmark-orders-schools-to-stop-sending-student-data-to-google/#google_vignette). This raises the question of how the Belmont school district and Town departments treat data stored in various platforms, from a privacy perspective. Mr. Goldberg wondered whether this is a top priority for the ITAC given some of the other concerns under review by the ITAC. Mr. Lawrence pointed out that while we're not in a particularly privacy-oriented country, a decision is potentially being made for children about the usage of their data.

On a related topic, the structure of vendor lock-in is such that vendors can potentially stop supporting hardware / software and force its customers to replace hardware while it is still functional. (example: Google Classroom) The ITAC wondered whether it would be worthwhile for the Schools to explore an option that was more privacy-friendly and where the Schools would be less captive to planned obsolescence by a vendor.

* No response has been received from Mr. Petto or others regarding progress on the Incident Response plan suggested by the ITAC. Mr. Roberts suggested the ITAC follow up with an email to the Select Board and Patrice Garvin. Mr. Goldberg will try to follow up with Mr. Petto first.

* The risks of AI chatbots and their use in harvesting personal information from unsuspecting individuals was mentioned by Mr. Ellard.

Executive session to discuss the deployment of security personnel or devices, or strategies with respect thereto

Mr. Smart moved we go into Executive Session. The motion was unanimously approved.

EXECUTIVE SESSION WAS ENTERED AT 8:37pm

The minutes of the previous Executive Session held on May 18, 2023 were reviewed and unanimously accepted.

No other topics were discussed in Executive Session.

Ms. Nelson-Patel moved to exit the Executive Session. The motion was unanimously approved.

EXECUTIVE SESSION WAS EXITED AT 8:41pm

Next meeting

ITAC's next meeting will be March 21, 2024 at 7:30pm.

Mr. Green moved to adjourn. The motion was unanimously approved.

Meeting adjourned at 8:43pm.