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Meeting Minutes for the  
Belmont Information Technology Advisory Committee, Subcommittee on  
Technology, Cybersecurity, and Public Health

**Date:** Monday, November 5, 2018, 7:30-8:30pm

**Location:** Conference Room 1, Belmont Town Hall, 455 Concord Avenue,  
Belmont MA 02478

**Present:** Glenn Wong (chair), Daniel Ellard, Charlie Smart, Detective James  
Siracusa, Cheryl Fletterwick

- Call meeting to order at 7:41pm
- Minutes from August 22, 2019 meeting approved unanimously
- Charlie printed 25 copies of our “cyber security tips flyer” and dropped them off w/Dave Petto; Glenn also emailed an electronic copy of the flyer to Dave and made sure it was posted on the ITAC website  
(<https://www.belmont-ma.gov/information-technology-advisory-committee>)
- Debrief on Sept 27 Tech Talk
  - ~23-25 attendees; recommendation from Mary - if we want more attendance → have food
  - Format worked well
    - Bryan Loyall (1st speaker on fake news) - speakers/content was very good...great stories
    - Gu-yeon Wei (2nd speaker on AI on the edge) - very techy. But great examples, funny
    - Belmont Media camera person - really liked subject
    - Recommendation: ‘tech talk’ format is preferred vs fireside chat format
  - We discussed and agreed to write a report on to summarize the 3-talk series, including speaker recruitment, marketing and setup process, and lessons learned from the events

- Cheryl will write the initial draft and bring it to our next meeting
- Subcommittee Mission and governance
  - Glenn posed the question: "Was this meant to be a permanent subcommittee? Did we deliver on what we set out to do?"
    - General consensus from the group is that yes, we fulfilled our charter
    - Glenn reminded the group of ITAC's formal charter by reading aloud from [https://www.belmont-ma.gov/sites/belmontma/files/file/file/charge\\_0.pdf](https://www.belmont-ma.gov/sites/belmontma/files/file/file/charge_0.pdf)
    - Our talks aren't exactly part of ITAC charter, though they came about after we interviewed many of the town IT staff; in contrast, providing comments on IT capital budget is exactly in line with ITAC's charter
    - Review other tech (e.g., parking meters) could be helpful, and/or providing oversight in cybersecurity/audit/compliance
    - Don't need to dissolve; small committee is effective
      - Provide education opportunities / talks, etc.
      - Tech fair
      - Explore greater alignment with the Beech St Center
  - Is there interest in leadership change?
    - Glenn to stay as chair; but delegate more
    - General group sentiment that we are smaller, more nimble committee
- Further discussion on subcommittee project ideas after talk #3 (see August 22 minutes for ideas already floated) - yes of interest.
- Schedule next meeting - Monday Dec 3, 7:30pm
- Adjourn 8:40pm