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

Date: Wednesday, July 25, 2018, 6:30-7:30pm

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

Present: Glenn Wong (chair), Daniel Ellard, Charlie Smart, Officer James Siracusa

Absent: Cheryl Fletterwick

- Meeting was called to order at 6:37pm.
- Dan moved to approve the minutes from the June 18 meeting; Charlie seconded and motion was approved unanimously.
- Dan and Charlie provided a brief overview from last week's Open Meeting Law (OML) workshop led by the Town Clerk's office and the Town Counsel.
- We discussed logistics, topics, speakers, & timing for next "tech talk":
 - Glenn confirmed Bryan Loyall to speak on Fake News; he is available on Sept 27 and via email Cheryl confirmed that we are booked for this date at the Library
 - Dan will work on inviting a speaking to discuss artificial intelligence (AI).
 - We discussed and assigned the following marketing channels; outreach won't need to happen until closer to the date.
 - Belmont Media Center (Dan)
 - Road signs + Library newsletter (ask Cheryl to check with Mary Carter @ Library)
 - Email lists (listserv, facebook groups, nextdoor) (Dan)
 - Town calendar (Glenn)
 - Belmont Beech Center (Dan)
 - Town clerk town meeting list (Glenn)
 - Newspapers (Charlie/Jim)

- Flyers at Belmont shops such as Rancatori's (Glenn)
 - Personal outreach to previous attendees (i.e., list of 13 emails from last fireside chat) - Glenn
 - Brownsberger website - Glenn
 - Belmont Light Dept - skip it
- We next discussed the upcoming "Meet Belmont" event on August 28, 6-8pm. This is something the wider ITAC meeting has agreed to take responsibility for and we will share info from last year's experience.
 - Glenn will find and forward to the full ITAC committee the cybersecurity tips page used last year; it will need to be updated with the new tech talk info. It was also suggested that printing these tips on a different color paper might help it stand out among the many flyers attendees receive that evening
 - Glenn is still happy to print these at home; Dan has colored paper he gave to Glenn immediately after the meeting
 - We wondered if there might be budget for creating take-home swag; Glenn will ask Paul about this. One idea is to have a mouse pad that includes cyber security tips
- Finally, we brainstormed on other subcommittee project ideas after the September Tech talk. In particular, we considered Belmont 'sub populations' that might benefit from our expertise and outreach. After considering a diverse set of ideas (e.g., focusing on families with school age children, different organizations such as the Women's club or Town Meeting) we agreed doing more through the Beech Street Center and its "Tech Sharing Facilitator" Rich Berger could be an interesting avenue to pursue.
- We tentatively scheduled our next meeting for Tues Aug 21 7:30pm, pending confirmation/adjustment based on Cheryl's schedule.
- The meeting was adjourned by the chair at 7:50pm.