



# City of Milwaukee

200 E. Wells Street  
Milwaukee, Wisconsin  
53202

## Meeting Agenda

### CITY INFORMATION MANAGEMENT COMMITTEE

**ALD. MARK BORKOWSKI, CHAIR**

*David Henke, Vice-Chair*

*Timothy Richter, Robert Jaeger, James Klajbor, Jennifer Meyer,  
James Owczarski, Jeffrey Madison, James Zimmer, David Klein,  
Richard Watt, and Jeffrey Larson.*

*Staff Assistant, Chris Lee, 414-286-2232, Fax:286-3456,  
clee@milwaukee.gov*

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Thursday, March 2, 2023

10:00 AM

Room 303, Third Floor, City Hall

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**Amended 2/27/23 - Items 5, B., ii. & iii. added.**

1. **Call to order.**

2. **Roll call.**

3. **Review and approval of the previous meeting minutes from December 8, 2022.**

4. **Records retention.**

- A. Proposed departmental record schedules for approval*
- B. State Records Board approval of previous schedules update*
- C. Discussion on an enterprise records and document management system*

5. **Information and Technology Management Division**

- A. Data Governance Board structure and composition for review and/or approval*
- B. Updates to IT policies to reflect State of Wisconsin
  - i. Removal of prohibited foreign products standard*
  - ii. Social Media Policy for review and/or approval*
  - iii. Mobile Device Management Policy for review and/or approval**

6. **Review and approval of the CIMC 2022 annual report.**

7. **The following files may be placed on file as no longer necessary:**

[211775](#)

Communication relating to the matters to be considered by the City Information Management Committee at its March 17, 2022 meeting.

**Sponsors:** THE CHAIR

[220189](#) Communication relating to the matters to be considered by the City Information Management Committee at its June 16, 2022 meeting.

**Sponsors:** THE CHAIR

[220575](#) Communication relating to the matters to be considered by the City Information Management Committee at its September 1, 2022 meeting.

**Sponsors:** THE CHAIR

[221181](#) Communication relating to the matters to be considered by the City Information Management Committee at its December 8, 2022 meeting.

**Sponsors:** THE CHAIR

**8. Next steps.**

- A. Agenda items for the next meeting
- B. Next meeting (Thursday, June 1, 2023 at 10 a.m.)

**9. Adjournment.**

**Meeting materials from this meeting can be found within the following file:**

[221642](#) Communication relating to the matters to be considered by the City Information Management Committee at its March 2, 2023 meeting.

**Sponsors:** THE CHAIR

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