



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, Judy Siettmann, and Jeffrey Larson.*

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

Thursday, December 7, 2023

10:00 AM

Room 303, Third Floor, City Hall

1. **Call to order.**
2. **Roll call.**
3. **Review and approval of the previous meeting minutes from September 28, 2023.**
4. **Records Retention.**
 - a. *Proposed departmental records schedules for review and/or approval*
 - b. *State Records Board approval of previous schedules update*
 - c. *Creation and retention of Microsoft Teams videos and other video-conference recordings for discussion*
 - d. *Data governance initiative and problem statement update*
5. **Information and Technology Management Division.**
 - a. *Updated Security Policies for review and/or approval*
 - b. *Updated Password Policy for review and/or approval*
 - c. *Supply Chain Risk Management Policy for discussion*
 - d. *Generative Artificial Intelligence (AI) Policy for discussion*
6. **Review and approval of the 2024 meeting schedule.**
7. **Department updates.**
8. **Next steps.**
 - a. *Agenda items for the next meeting*
 - b. *Next meeting date and time*
9. **Adjournment.**

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

[231227](#) Communication relating to the matters to be considered by the City Information Management Committee at its December 7, 2023 meeting.

Sponsors: THE CHAIR

In the event that Common Council members who are not members of this committee attend this meeting, this meeting may also simultaneously constitute a meeting of the Common Council or any of the following committees: Community and Economic Development, Finance and Personnel, Judiciary and Legislation, Licenses, Public Safety and Health, Public Works, Zoning, Neighborhoods & Development, and/or Steering and Rules. Whether a simultaneous meeting is occurring depends on whether the presence of one or more of the Common Council member results in a quorum of the Common Council or any of the above committees, and, if there is a quorum of another committee, whether any agenda items listed above involve matters within that committee's realm of authority. In the event that a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting.

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