



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*

Thursday, June 1, 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 March 2, 2023.**

4. **Records Retention.**

- A. Proposed departmental record schedules for review and approval*
- B. State Records Board approval of previous schedules update*
- C. Enterprise Records and Document Management System RFP for discussion, review, and/or approval*

5. **Information and Technology Management Division.**

- A. IT policies relative to the removal of prohibited foreign products standard for review, discussion, and/or approval
 - i. Social Media Policy*
 - ii. Mobile Device Management Policy**
- B. Data Loss Prevention (DLP) Implementation*

6. **Department updates on information security.**

The City Information Management Committee may convene into closed session, pursuant to s. 19.85(1)(d), Wis. Stats, except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1) (em), for the purpose considering strategy for crime detection or prevention. The committee may then reconvene into open session for the regular agenda.

7. **Next steps.**

- A. Agenda items for the next meeting*
- B. Next meeting date and time (Thursday, September 7, 2023 at 10 a.m.)*

8. **Adjournment.**

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

[230121](#) Communication relating to the matters to be considered by the City Information Management Committee at its June 1, 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.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the City Clerk's Office ADA Coordinator at 286-2998, (FAX)286-3456, (TDD)286-2025 or by writing to the Coordinator at Room 205, City Hall, 200 E. Wells Street, Milwaukee, WI 53202.

Limited parking for persons attending meetings in City Hall is available at reduced rates (5 hour limit) at the Milwaukee Center on the southwest corner of East Kilbourn and North Water Street. Parking tickets must be validated in the first floor Information Booth in City Hall.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.