



# City of Milwaukee

200 E. Wells Street  
Milwaukee, Wisconsin  
53202

## Meeting Agenda

### CITY INFORMATION MANAGEMENT COMMITTEE

**ALD. NIK KOVAC, CHAIR**

**Nancy Olson, Vice-Chair**

**Chuck Burki, Jane Islo, James Klajbor, Jennifer Meyer, James  
Owczarski, Judy Pinger, Aycha Sawa, Richard Watt, and  
Deborah Wilichowski**

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

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**Thursday, March 15, 2018**

**10:00 AM**

**Room 301-B, City Hall**

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1. **Call to order.**
2. **Roll call.**
3. **Review and approval of the previous meeting minutes from December 14, 2017.**
4. **Records retention.**
  - a. *Proposed department record schedules for approval.*
  - b. *State Records Board approval of previous schedules.*
  - c. *Review of Records and Information Management (RIM) policy.*
5. **Communication from the Comptroller's Office.**
  - a. *City-wide Risk Assessment.*
  - b. *Upcoming IT Audits.*
6. **Communication from the Information and Technology Management Division.**
  - a. *New Security Appliance Deployment.*
  - b. *Update to the Email Use Policy*
7. **Communication from Water Works relative to Instant Messaging (Slack) deployment.**
8. **Review and approval of the 2017 CIMC Annual Report.**
9. **Placing on file the following files which are no longer necessary:**
  - a. [161509](#) Communication relating to the matters to be considered by the City Information Management Committee at its March 9, 2017 meeting.

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- b. [170245](#) Communication relating to the matters to be considered by the City Information Management Committee at its June 8, 2017 meeting.  
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- c. [170781](#) Communication relating to the matters to be considered by the City Information Management Committee at its September 14, 2017 meeting.  
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- d. [171222](#) Communication relating to the matters to be considered by the City Information Management Committee at its December 14, 2017 meeting.  
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10. Adjournment.

Materials for this meeting can be found within the following file:

- [171691](#) Communication relating to the matters to be considered by the City Information Management Committee at its March 15, 2018 meeting.  
*Sponsors:* THE CHAIR

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