



# 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, September 20, 2018**

**10:00 AM**

**Room 303, City Hall**

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1. **Call to order.**
2. **Roll call.**
3. **Review and approval of the previous meeting minutes from June 14, 2018.**
4. **Records retention.**
  - a. *Proposed departmental record schedules for approval*
  - b. *State Records Board approval of previous schedules*
  - c. *Records and Information Management (RIM) policy*
5. **Demonstration on E-Fax.**
6. **Discussion on National Cyber Security Month (October).**
7. **Agenda items for the next meeting.**
8. **Next meeting date and time.**
  - a. *Thursday, December 13, 2018 at 10 a.m.*
9. **Adjournment.**

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

[180723](#)

Communication relating to the matters to be considered by the City  
Information Management Committee at its September 20, 2018 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, 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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