



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Agenda

CITY INFORMATION MANAGEMENT COMMITTEE

ALD. NIK KOVAC, CHAIR

Nancy Olson, Vice-Chair

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

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

Thursday, March 21, 2019

10:00 AM

Room 303, Third Floor, City Hall

**Amended 3/20/19 - Start time changed to 10 A.M. Please be apprised that less than 24
hours notice is being given for change because it is impractical to give the 24 hours'
notice.**

- 1. Call to order.**
- 2. Roll call.**
- 3. Review and approval of the previous meeting minutes from December 13, 2018.**
- 4. Records retention.**
 - a. Proposed departmental record schedules for approval*
 - b. State Records Board approval of the previous schedules*
 - c. City Records Management 2018 annual report*
 - d. Discussion on permanent retention of text and email records*
- 5. Discussion on 2019 Budget footnotes.**
 - a. Reducing the City's dependence on proprietary technology*
- 6. Review and approval of the 2018 CIMC annual report.**
- 7. Agenda items for the next meeting.**
- 8. Next meeting date and time.**
 - a. Thursday, June 13, 2019 at 10 a.m.*

9. **The City Information Management Committee may convene into closed session, pursuant to s. 19.85(1)(g), Wis. Stats., for the purpose of conferring with the City Attorney who will render oral or written advice with respect to litigation in which the city is or is likely to become involved.**
10. **Adjournment.**

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

[181727](#) Communication relating to the matters to be considered by the City Information Management Committee at its March 21, 2019 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.

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.

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