



RECEIVED

By Town Clerk's Office at 1:47 pm, Jan 14, 2023

TOWN OF BURLINGTON

Meeting Minutes

Email minutes to meetings@burlington.org or Bring to the Clerk's Office. Thank you

Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date

DEPT./BOARD: Ways & Means Town Hall II Subcommittee

DATE: January 12th, 2023

TIME: 11:00 AM

PLACE: Basement Meeting Room/Town Hall Annex/25 Center Street/Burlington, MA 01803

ATTENDANCE: Jose DeSousa (Director of MIS), Joe Bongiorno (MIS),
Brad Bond (Ways & Means/THII), Meghan Nawoichik (Ways & Means/THII),
Ed Parsons (Ways & Means/Education)

MINUTES

Discussed Article #9 Cyber Security Assessment of the Warrant for January 2023 Town Meeting.

The request is for \$25,000 to hire a consulting firm to provide two services:

- 1) Conduct 8 to 10 hours of training with department heads to develop processes for emergency management of cyber security threats. This includes a) identification of assets, b) protection of assets, c) detection of threats, d) response to threats, and finally e) recovery. Joe Bongiorno has explained over the years that cyber security is as much or more about processes and training as it is about IT tools.
- 2) Provide an interactive database for one year for the department heads to collect the results of their analysis and process development. Note that this data will be in a format that will be useful not only for internal reporting but also for submitting to insurance companies for our cyber security insurance policies. There is the potential for future expenses here in case the town wishes to maintain this service.

Note that this request for services is a part of the long-term arc of emergency management development for MIS. The contract has been in negotiation for 18 months. The consulting firm is on the state bid list and is one of the few companies that can provide the services that MIS is requesting. MIS determined these services could not be provided in-house because of the ever-evolving nature of cyber-attacks. The request is coming in January rather than in May because of the urgent need for the training. In fact, if the contract had come to terms earlier, the request would have been made in September.

Vote on Article #9 – 2-0 in support.

Adjourned – 12:00 PM

