

DEPT./BOARD: **Information Systems and Security Advisory Committee**

DATE: **3/13/2023**

TIME: **7:33 PM**

PLACE: **Virtual via Webex**

Meeting Minutes

Present: Chair Steve Morin, Vice Chair David Hughes, Joseph Bongiorno, David Miller, Phil Pascale, Rob Neufeld, Michael Wick, Jose DeSousa

Absent: Glen Mills, Ben Axelrod

Posted Agenda:

1. Public Participation
2. Minutes Approval
3. Cybersecurity Implementation Status & Review
4. Adjournment

Public Participation

None

Minutes Approval

Motion to approve minutes as submitted for 2/13.

Motion carried 8-0-0 without abstention or rejection.

Cybersecurity Implementation Status and Review

The warrant contract is now signed on both sides and fully executed. The kickoff meeting was also held, with personnel changes coordinated with CyberforceQ. Break-out teams are in discussions with CyberforceQ, and discussing a meeting schedule. The original plan was to handle the entire team at one time, for 10 hours total, but this will be customized based on roles. After that first meeting, we will see if any adjustments need to be made for the next department.

Cybersecurity training progress is ongoing. The list of employees is town-wide; we'll see this year who is taking the training and who isn't, in order to drive better completion rates. Work still remains to be done on putting cybersecurity training into employee contracts and agreement memoranda. This may take some time, but the important thing to note is that all 20 department heads will be trained eventually.

Another important thing to note is that this training will save IT critical time: every time IT gets sent a message asking if an email is legitimate, that necessitates a deep dive investigation into that email, when the training would have answered the user's question.

ISSAC's current priority is to start the department head meetings with CyberForceQ. We have applied for email cybersecurity assessments for both the town and schools and are continuing to follow up with training progress.

Adjournment

Meeting adjourned unanimously, 8-0-0, at 8:06 PM.