

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

DATE: **9/12/2022**

TIME: **7:30 PM**

PLACE: **Virtual via Webex**

Meeting Minutes

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

**Absent:** Bob Cuhna, Glen Mills

**Posted Agenda:**

1. Public Participation
2. Minutes Approval
3. Cybersecurity Implementation Status & Review
4. Second Reading of the Departmental Information Sheet
5. Software Technology Assessment by Schools (presentation by Schools)
6. Adjournment

**Public Participation**

None

**Approval of Minutes**

None presented for approval.

**Cybersecurity Implementation Status & Review**

The IT department received an initial quote for a consulting contract from CyberQ that would help us to gather information from each department to complete the Departmental Information Sheet. The purpose of the Departmental Information Sheet is to create a living document that describes the applications used, the data collected and where, and how the data can be recovered in the event of a failure. The purpose of this document to describe the recovery process if/when a disaster occurs. A quote came in for all the town departments at a reasonable price, but did not come in on time to present it as a warrant article on the January warrant.

**Second Reading of the Departmental Information Sheet**

The committee didn't have additional feedback at this meeting and vote unanimously to approve the departmental information sheet.

**Software Technology Assessment by Schools (presentation by Schools)**

Dennis Villano presented on how the school system vets the applications that are used on the desktop and mobile devices. Apps and websites are reviewed by the Student Data Privacy Alliance and appropriate BPS curriculum leaders. The school reviews the privacy aspects of all applications to ensure they meet school guidelines. Detailed information on the process and list of approved applications are here. [https://sdpc.a4l.org/district\\_listing.php?districtID=456](https://sdpc.a4l.org/district_listing.php?districtID=456)

**Adjournment**

The committee unanimously voted to adjourn.