

Audit Committee Meeting

November 9, 2016

Attendees: Deirdre Burns, Steve Jensen, Tom Burnell, Paul Slayton, Steve Jenkins

We reviewed the business office technology reports from Groff Networks and Tech Valley Continuity (sub-contractor to Groff). They were hired over the summer to conduct an Information Technology Assessment of the business office.

They provided us with two documents - a Network Assessment and a Business Impact Analysis. The rationale for this audit was to be prepared if and when the state comes and conducts their own audit.

The reports are very detailed and thorough in scope and are broken down into various sections like Physical Environment, Power Management, Physical Security, Environmental Controls, Server Infrastructure and Hardware, Licensing, etc.

Many of the findings were already known to Steve Jensen and are in the process of being fixed. Several of the findings that Steve Jensen is attacking first include:

- The lack of written documentation.
- Admin guest network issue
- Old Unsupported Microsoft Server
- Labeling of the system

If anyone has any questions/concerns that they'd like us to discuss in the committee, please let us know.

Next Meeting: Wednesday, December 7 at 12:30 and Joe Phelan has been invited to attend this meeting as we continue to review the documents.

Respectfully submitted by Steve Jenkins