

Notable Activity

- **IT Governance** – The IT Governance Committee met on July 27th to discuss the administrative IT policies below. These policies are needed to prepare the City for Microsoft 365.
- **IT Administrative Policies** – Two administrative policies are being routed to the leadership meeting for feedback.
 - **Active Directory Management Policy** - The policy outlines timelines for user additions, modifications, and removals. New employee onboarding requires the creation of user accounts within two business days, while regular account reviews ensure dormant or unnecessary accounts are promptly disabled. User modifications are processed within one business day of receiving requests, promoting accurate and up-to-date account information.
 - **Data Storage Policy** - The Data Storage Policy for the Police Department of City of Powell is designed to provide a structured approach to data management while ensuring compliance with Criminal Justice Information Services (CJIS) guidelines and other security standards. This policy classifies data into CJIS Sensitive, Sensitive, and General Data, enabling tailored security measures based on the information's sensitivity. The policy emphasizes differentiating between "In Use" data and "At Rest" data to manage data storage and access effectively. In Use data will be stored on secure, CJIS-compliant servers or approved cloud-based platforms, with regular backups to prevent data loss and strict access controls to limit unauthorized access.
- **Security Assessment** – The security assessment is complete. Findings will be presented to the Operations Committee on 8/15/2023.
- **Information Technology Services RFP** – The City received 19 responses to the RFP. The IT Governance Committee will score the responses. The top three candidates will be invited to the final interview round. A final selection, and contract, will be presented to Council in October for approval.

Kirch Group Technologies, LLC declined to respond to the RFP. As such, the IT and Legal teams will work to ensure a smooth transition between providers.
- **Microsoft 365** – Microsoft 365 allows users to leverage a modern cloud-based platform for office suite services. The City plans to transition to Office 365 Government G1 in the fall. This plan will equip staff with Microsoft 365 for the web, exchange online, and SharePoint.