

**BOROUGH OF KUTZTOWN
TELECOMMUNICATIONS AND INFORMATION
TECHNOLOGIES COMMITTEE MEETING
MINUTES OF November 5th, 2024**

A regular meeting of the Telecommunications and Information Technologies Committee was held on November 5th, 2024.

The meeting was called to order at 6:00 pm by Ms. Lisa Ladd-Kidder

Members present were Ms. Lisa Ladd-Kidder, Mr. Fred Engelhardt, and Mr. George Kusterer

Also in attendance: Mr. David Horvath, IT Director

Public attendance: No public attendance

APPROVAL OF MINUTES

October 1st, 2024, minutes were reviewed, and a motion was made by Mr. Frederick Englehart and seconded by Mr. George Kusterer to approve the minutes.

PUBLIC COMMENTS

None

OLD BUSINESS FOR IT DEPARTMENT

- 1) Mr. David Horvath demonstrated the Regroup Mass Notification System and how it will be utilized to send out messages to registered customers for opting-in to Kutztown Festival/Fair messages.
- 2) Mr. David Horvath provided the committee with a Phishing Defense Report for the month of October.
- 3) Mr. David Horvath explained the Wi-Fi setup and announced the new SSID and password for public use at the Borough Public buildings, parks and pool.
- 4) Mr. David Horvath stated that the overhead projector in the Train Station will be replaced in the coming months due to the age of the current overhead projector and modern devices not being able to display correctly. This was approved in June 2024 but was a lower priority item at the time of the June meeting

- 5) Mr. David Horvath discussed KnowBe4's latest Phisher email module and explained that it wasn't necessary at this time since other protection is in place for Kutztown Borough and Kutztown PD email accounts.
- 6) Mr. David Horvath confirmed that the new Extreme Network Management Console has been installed and configured and is working correctly. All the network switches have migrated to this new platform successfully.
- 7) Mr. David Horvath discussed the SCADA system upgrade and updated the committee on the pricing on licensing of the new software and hardware.

NEW BUSINESS FOR IT DEPARTMENT

- 1) Mr. David Horvath discussed the Lantek/Datto proposal for Disaster Recovery as a Service. The price offered by Lantek is currently lower than Kutztown is currently paying Kaseya for the same service. Mr. David Horvath needs to get information on the current on-site appliance that is needed to back up files, folders and virtual machines to the Kaseya cloud, if it is at the end of life and needs to be upgraded to a new appliance and the cost associated with this. If the appliance is the end of life, then this will determine if the current disaster backup solution is switched to Lantek/Datto solution or not. This will be further discussed at the December meeting.
- 2) Mr. David Horvath mentioned performing a trial of Extreme Network Wi-Fi access points and explained the difference between what Kutztown currently is utilizing for its Wi-Fi and Extreme Networks Wi-Fi solutions. The trial would be for a period of 30-60 days at which point the findings will be discussed at the committee meeting.
- 3) Mr. David Horvath discussed the utilization of an application named "Transkriptor" which Mr. David Horvath would like to use at committee meetings. This software is installed on a smartphone and can record the entire committee meeting and transcribes the recorded audio into a format that Mr. David Horvath can use for the posting meeting minutes. The committee approved of this software for the meetings.
- 4) Mr. David Horvath discussed the mailer to go out to all current HomeTown U internet customers in the next billing cycle which displays the new pricing and channels customers can utilize to contact Kutztown Borough staff to keep or change their current internet packages.
- 5) Mr. David Horvath discussed with Committee the sale of some of the cable TV headend receiver equipment and that a vendor was

interested in purchasing some equipment. The price has not been determined as of yet but, will be brought to the next committee meeting when the said vendor determines what equipment they wish to purchase.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ms. Ladd-Kidder and seconded by Mr. Kusterer to adjourn the meeting. The motion passed and the meeting was adjourned at 6:37 pm.