

Town Council Charge to the Technology Advisory Board

RESOLUTION CONVERTING THE TOLLAND TECHNOLOGY TASK FORCE INTO THE TECHNOLOGY ADVISORY BOARD FOR INFORMATION AND TECHNOLOGY

WHEREAS, the Town of Tolland is attempting to modernize and improve Town and Board of Education information technology systems in order to improve services and reduce costs; and

WHEREAS, there are financial and operational benefits to the Town and Board of Education if their efforts are coordinated; and

WHEREAS, there are Town and Board of Education employees, and residents who are experts in the field of information technology; and

WHEREAS, it is in the best interests of the Town to avail itself of this expertise by having an advisory board provide direction on the best use of technology investment to improve services and reduce costs.

BE IT RESOLVED, that the Tolland Town Council does hereby convert the Tolland Technology Task Force into the Technology Advisory Board.

BE IT FURTHER RESOLVED, that the advisory board shall consist of not more than seven residents appointed by the Town Council. The members shall have background, education and/or experience in the fields of information technology, engineering or educational technology, telecommunications, or such other background as may further the purposes of the Task Force. The advisory board shall be chaired by a member of their choosing and liaisons from the Town (municipal departments) and Board of Education shall be appointed by the Town Manager and Superintendant.

BE IT FURTHER RESOLVED, that the Advisory Board shall:

1. Advise the Town Council, the Town Manager, the Board of Education, the Superintendant, and the boards and commissions with respect to computers, networking, connections, telephone systems, associated infrastructure and software, access control systems, and communications infrastructure.
2. Maintain a long-term integrated technology plan and collaborate with IT resources on its implementation.
3. Recommend changes to operations in order to coordinate and share such integrated technology and infrastructure within its constituent groups.
4. Oversee the establishment and maintenance of a complete inventory of hardware and software infrastructure, and identify opportunities for cost savings and/or obtain a higher level of service from support vendors.
5. Seek to avoid unnecessary duplication of costs and infrastructure within its constituent groups.
6. Measure and validate cost savings associated to any proposed technology investment, prioritizing recommendations by balancing impact to the technology plan with return on investment.
7. Identify, investigate, and make recommendations on funding options, including grant opportunities, that may exist to help fund technology investments.

BE IT FURTHER RESOLVED, that the Town Council, in consultation with the Board of Education, shall re-examine the scope of the duties and responsibilities of the Advisory Board no more than every two years in order to ensure that its mission and structure permit it to provide the most current and effective advice to the Town.