



## Legislation Text

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File #: 19-5315, Version: 2

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**Title:**

**Information Services & Technology Advisory Committee Charter Revisions**

**Summary**

**ACTION:**

**Approve Revisions to the Information Services & Technology Advisory Committee (ISTAC) Charter**

**Staff Contact:** Keith Gregg, Chief Information Officer

**Presentation:** No

**BACKGROUND/JUSTIFICATION:**

The Information Services & Technology Advisory Committee (ISTAC) serves as an advisory group to the Board of County Commissioners and reviews plans at a conceptual level for major new automated systems.

At its February meeting, ISTAC approved changes to its charter in an effort to improve the committee's engagement, strengthen its leadership and technical competencies, and increase its effectiveness as an advisory committee to the Board and Information Technology Services (ITS) department.

The following are ISTAC's recommended Charter revisions:

1. Create a Nominating Committee as a standing committee
  - a. The Nominating Committee will be responsible for identifying and recommending candidates to fill vacancies on the ISTAC and for coordinating the election of officers. The Nominating Committee will report to the ISTAC impending term expirations and reappointments as needed, and annually at the November meeting.
2. Revisions to the Officer Election process
  - a. Remove: "The Vice-Chair will be the only officer elected at the annual November meeting." The intent is for both officer positions, Chair and Vice-Chair, to be elected by the body annually.
  - b. Remove the following from Vice-Chair: "The Vice Chair shall be elected by the majority of those present at the meeting when elections are held". Again, the intent

is for both officer positions to be elected by the body annually.

3. Add the following to the duties of the Chair
  - a. Meet at least quarterly with the Mecklenburg Chief Information Officer (CIO) to discuss County technology needs, challenges and successes; and to ensure ISTAC and CIO alignment
  - b. Conduct an annual ISTAC planning meeting
  - c. Attend Board of County Commissioner meetings at least once a quarter

The Board of County Commissioners' Appointment Policy states: "All changes to Committee Bylaws, excluding boards established by legislative authority, must be brought to the Board of Commissioners as a Consent Item for approval. Boards established by legislative authority shall comply with the requirement for change as prescribed by the applicable legislation.

**PROCUREMENT BACKGROUND:**

N/A

**POLICY IMPACT:**

N/A

**FISCAL IMPACT:**

N/A