

**FAIRVIEW TECHNOLOGY ADVISORY COMMITTEE
MEETING MINUTES
JULY 8, 2024**

Committee Present: Chairman John Adler and committee members Chadd Jones, Imran Khan, Tom Lester, Paul Myers and John Sunny.

Committee Absent: None

Staff Present: Assistant Town Manager, Adam Wilbourn.

1. Call to Order

Chairman Adler called the meeting to order at 7:00 p.m.

2. Citizen's Comments

Chairman Adler called for Citizen's Comments.

There were none when called for.

Chairman Adler closed Citizen's Comments.

3. Action/Discussion Items

- a. Approve the minutes of the June 10, 2024, Regular meeting of the Technology Advisory Committee.

Committee passed the motion by committee member Paul Myers, seconded by committee member Chadd Jones, to approve the minutes of the June 10, 2024, Regular meeting of the Technology Advisory Committee in a vote of Yes 6, No 0.

- b. Discuss Technology Advisory Committee Strategic Initiatives and take any necessary action.

Chairman Adler called for the item.

The committee discussed the current draft of their quarterly article for the September issue of Fairview Town News. The subject matter addressed in the proposed article relates to best practices relating to password security. The September article, the first of a two-part series, will guide readers through the essentials of creating strong passwords and understanding their importance. Following their discussion, the committee unanimously agreed that the article was ready for publication. The committee stated that the second part of this article series would focus on password management and multi-factor/two-factor authentication. Staff member Wilbourn stated that the next quarterly article would

be in the December issue and that the deadline for getting the article in that issue is October 23rd. Chairman Adler stated that a draft would be prepared ahead of the September 9th meeting.

- c. Discuss internet service providers and broadband technology and services within the Town of Fairview and take any necessary action.

Chairman Adler called for the item.

No discussion was held for the item.

4. Committee and Staff Comments

Chairman Adler called for Committee and Staff Comments.

There were none when called for.

Chairman Adler closed Committee and Staff Comments.

5. Adjourn

Chairman Adler adjourned the meeting at 7:42 p.m.

These minutes were approved by the Technology Advisory Committee on September 9, 2024.

APPROVED:



John Adler, Technology Advisory Committee Chairman

ATTEST:



Adam Willbourn, Assistant Town Manager