



OFFICE OF THE CITY COUNCIL

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**AD HOC IT COMMITTEE MEETING MINUTES
FEBRUARY 21, 2023**

Present: Committee members Michael O'Donnell, Chair; Amy Havelka and Mark Getsay.

Also present: Council President Dave Greenspan, Councilmember Duane Van Dyke, Finance Director Prashant Shah, Assistant Finance Director Terria Kneisel, Law Director Mike Maloney, Purchasing Director Larry Surber, Systems Administrator Keith Kinty, and Katie Ludwig from GFOA.

The meeting was called to order at 6:30 p.m.

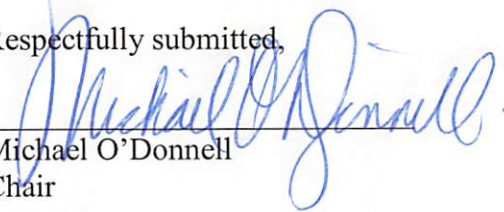
I. Update on ERP system.


Finance Director Shah outlined the need to replace Pentamation software that is no longer supported. The city had contracted with Central Square for replacement software development, and the vendor was unable to make good on their commitment. Westlake hired GFOA (Government Finance Offices Association) systems consulting services to perform a needs assessment and provide requests for vendor proposals. The recommendation from GFOA included 2 requests for proposals: The first proposal scope includes functional needs for finance, budget, payroll and human resources. The second proposal includes needs for building, engineering, planning and fire departments. Plans are to go out to bid in March and take action on responses in April.

Katie Ludwig from GFOA entertained questions from committee and Council members. Subjects included estimated costs, scope interfaces with public interaction, replacing legacy software and improving user functionality. Projects may take 18-24 months and 6-12 months respectively. There were no further questions.

The meeting was adjourned at 6:54 p.m.

Respectfully submitted,


Michael O'Donnell
Chair


Denise L. Rosenbaum, MMC
Clerk of Council