

## AD HOC INFORMATION TECHNOLOGY TASK FORCE REPORT

### REGULAR MEETING WEDNESDAY, JULY 18, 2012, AT 1:30 P.M.

A regular meeting of the Ad Hoc Information Technology Task Force (Task Force) was called to order by the Vice Chairman, Clair S. Weenig, at 1:30 p.m. on Wednesday, July 18, 2012, in the Board Room at Gateway Complex.

Present in addition to Vice Chairman Weenig were Carl W. Brown, Alice S. Lau, and Dennis Nugent. Kenneth W. Haley, Chairman, and member Gideon K. Kim were excused. Also attending were Diane C. Guilfooy, Director, GRF; Warren T. Salmons, CEO; Richard S. Chakoff, CFO; and Debi Tallerico, Information Systems Manager.

Attendance

Ms. Guilfooy inquired about the Task Force's work timeline.

Residents'  
Forum/  
Report  
Approved

The report of the Task Force's June 20, 2012 meeting was approved and that of its special meeting of June 27<sup>th</sup> was approved with a change of punctuation in the twelfth line of paragraph two under the section labeled "Comcast Bulk Agreement Status".

The Task Force discussed the Jenark system, first asking Mr. Chakoff and Ms. Tallerico their views on the system and any issues therewith. The Task Force discussed its approach to reviewing the system followed by questions to Mr. Chakoff and Ms. Tallerico. The Vice Chairman reminded the Task Force that it was the Task Force's responsibility, to the extent any recommendations are made, to clearly establish what improvements are needed, what shortcomings exist, and what cost savings would be realized.

Review  
Jenark

The Task Force discussed Point 5 of its Mission Statement and articulated a number of issues that warranted further discussion in development of long-range recommendations including:

Long-Range  
Recom-  
mendations

- Opportunities to streamline real estate document processing.
- Opportunities to more easily facilitate facility use and access.
- Opportunities for Mutuals or the GRF to provide data, voice, or other information technology services to residents.
- Conducting consultant led business process review.
- Reviewing document management capability.
- Improving member access to GRF information databases.
- Capacity to provide billing options for individual residents.
- Consideration of a Local Area Network to be used for such tasks as work order reports by GRF employees, security within manors, SCADA.
- Consideration of recommended improvements to the data center.

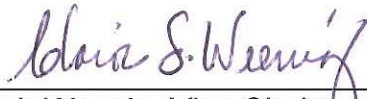
Ad Hoc Information Technology Task Force  
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There being no further business, the meeting was adjourned at approximately 3:15 p.m. Adjournment

The next regular meeting of the Task Force will be held on Wednesday, August 15, 2012, at 1:30 p.m. in the Board Room at Gateway Complex. Next Mtg. 8/15/12



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Clair Weenig, Vice Chairman  
Ad Hoc Information Technology Task Force

WTS/do