

**FAIRVIEW TECHNOLOGY ADVISORY COMMITTEE
MEETING MINUTES
SEPTEMBER 9, 2024**

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

Committee Absent: John Sunny

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 July 8, 2024, Regular meeting of the Technology Advisory Committee.

Committee passed the motion by committee member Paul Myers, seconded by committee member Imran Khan, to approve the minutes of the July 8, 2024, Regular meeting of the Technology Advisory Committee in a vote of Yes 5, 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 December issue of Fairview Town News. The subject matter addressed in the proposed article relates to password management and multi-factor/two-factor authentication. The December article, the second of a two-part series, will guide readers through advanced strategies and tools that can further fortify their online security. Following their discussion, the committee unanimously agreed that the article was ready for publication.

Staff member Wilbourn stated that the next quarterly article would be in the March 2025 issue and that he believed the deadline for getting the article in that issue is January 22nd but that he would confirm that with the communications and marketing manager. The committee decided that it would address the topic of best practices for online shopping. Chairman Adler stated that a draft would be prepared ahead of the October 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.

Items of community interest that were brought up included the upcoming pancake breakfast, National Night Out, and the burn ban that is in effect.

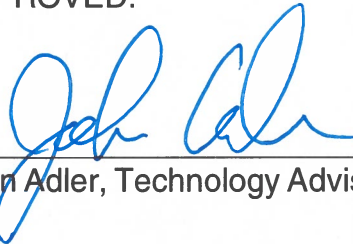
Chairman Adler closed Committee and Staff Comments.

5. Adjourn

Chairman Adler adjourned the meeting at 7:38 p.m.

These minutes were approved by the Technology Advisory Committee on October 14, 2024.

APPROVED:



John Adler, Technology Advisory Committee Chairman

ATTEST:



Adam Wilbourn, Assistant Town Manager