OKLAHOMA COUNTY

Oklahoma County Office Building
320 Robert S Kerr Ave,
Oklahoma City, OK 73102

Information Technology Council
Meeting Minutes

Tuesday, April 21, 2026

10:00 AM

Dayne Coffey - Chair
Mike Morrison - Vice-Chair
Joe Blough - Member
Brandi Mertens - Member
Kimberly Zuhdi - Member
Walter Ades - Member
Rick Buchanan - Member
David Baisden - Member
Charles Jolley - Member

Recorded in the
Oklahoma County Clerk's Office

Call To Order

Roll Call

Present: 9 - Dayne Coffey, Joe Blough, Brandi Mertens, Kimberly Zuhdi, Walter Ades, Rick Buchanan, Mike Morrison, Charles Jolley and Timothy Melton

Notice of the meeting was properly posted on April 20, 2026.

For purposes of this agenda "Action" means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, or striking the item.

Approval of Minutes

1. Discussion and possible action regarding the minutes of January 20, 2026.

Morrison moved, Zuhdi seconded, to approve. The motion carried by the following vote:

Aye: 8 - Blough, Mertens, Zuhdi, Ades, Buchanan, Morrison, Jolley and Melton

Departmental Items

2. Discussion and possible action regarding a policy to formalize security awareness training for the County. Requested by Dayne Coffey, Chairman of the Board.

Ades moved, Blough seconded, to receive update on items 2-11. The motion carried by the following vote:

Aye: 8 - Blough, Mertens, Zuhdi, Ades, Buchanan, Morrison, Jolley and Melton

3. Discussion and possible action regarding a policy to formalize an AI Policy for the County. Requested by Dayne Coffey, Chairman of the Board.

4. Discussion and possible action regarding IT Governance Charter. Requested by Dayne Coffey, Chairman of the Board.

5. Discussion and possible action regarding Acceptable Use Policy. Requested by Dayne Coffey, Chairman of the Board.

6. Discussion and possible action regarding Change Management Policy. Requested by Dayne Coffey, Chairman of the Board.

7. Discussion and possible action regarding Incident Response Plan. Requested by Dayne Coffey, Chairman of the Board.

8. Discussion and possible action regarding Information Security Policy. Requested by Dayne Coffey, Chairman of the Board.

9. Discussion and possible action regarding Password and Access Management Policy. Requested by Dayne Coffey, Chairman of the Board.

10. Discussion and possible action regarding Bring Your Own Device Policy. Requested by Dayne Coffey, Chairman of the Board.

11. Discussion and possible action regarding Data Classification and Handling Policy. Requested by Dayne Coffey, Chairman of the Board.

12. Discussion and possible action regarding Employee Access and Time & Attendance. Requested by Dayne Coffey, Chairman of the Board.
No Action

No Citizen Participation

Board Comments

No New Business

Adjourn

Melton moved, Buchanan seconded, to adjourn at 10:26am. The motion carried by the following vote:

Aye: 8 - Blough, Mertens, Zuhdi, Ades, Buchanan, Morrison, Jolley and Melton

INFORMATION TECHNOLOGY COUNCIL
OKLAHOMA COUNTY, OKLAHOMA

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Chair or Vice-Chair

ATTEST:

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