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**OPRA IT WORKGROUP MEETING AGENDA**

**Monday, January 9th, 2016**

10:30 a.m.

OPRA Office

*You have several parking options: front of the building on the street, front parking lot adjacent to the right of the building, lot behind the building, lot across the alley behind the building, other legal street parking*.

1. Welcome
2. **SPRING** OPRA Conference –
   1. IT Track
      1. Andy Wolber’s submission for sessions: (based on our discussion at December meeting)…may need to delete one of these

* ***A screenful of apps: For your organization, you, and your clients***

Join Andy Wolber (@awolber) for a look at apps for all sorts of tasks: security, messaging, collaborating, news, network testing, an app to discover new apps, apps to work with images and video, and more. Apps discussed will work on both Android and Apple phones.

* ***G Suite vs Office 365: Which is better for you?***

Microsoft and Google’s office suites for the enterprise, G Suite and Office 365, both help you manage email, collaborate on documents, and work on the go. Join Andy Wolber (@awolber) for a look at the key apps in each suite. You'll also learn how third-party apps extend each ecosystem.

* ***Put the “social” back in social media***

You write one post that goes to Facebook and Twitter; you set up an auto-reply to greet followers; and you’ve scheduled posts for the next month. But none of that is social. Join this session with Andy Wolber (@awolber) to learn how to connect with your crowd in social media: to discover, listen, learn, help when you can, give voice to others, and maybe even make new connections.

1. **FALL** OPRA Conference
   1. Gadget House
2. Legislative Advocacy Day @ Statehouse – March 2017
   1. Update with gadget house placement
3. OPRA Business Intelligence Tool (Tableau)
   1. Update and possible demo
4. OPRA website
   1. Feedback on current site
   2. Suggestions moving forward
5. OPRA Newsletter
   1. Revisit IT group having a section / article
6. OLD BUSINESS
   1. Follow up:
      1. Best Practices
         1. Tracking facility / agency vehicles *(Becoming a hot topic in other OPRA committees)*
7. Other Topics
8. Schedule: Next IT Workgroup meeting – **Tuesday, Feb. 7th, 2016**

* ***Followed by the FINANCE Group…bring your finance person with you!***