OSSEO CITY COUNCIL
WORK SESSION MINUTES
January 24, 2022

1.   CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, January 24, 2022. Due to the COVID-19 pandemic this meeting was held virtually.

2.   ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Larry Stelmach, Alicia Vickerman, and Mayor Duane Poppe.

Members absent: Councilmember Harold E. Johnson.

Staff present: City Administrator Riley Grams.

Others present: Anthony Sixta and Noah Roddy from Element Technologies.

3.   AGENDA

Council agreed to discuss the work session items.

4.   DISCUSSION ITEMS

A.   EMAIL AND INTERNET SECURITY TRAINING – Element Technologies

Grams stated late last year, the Risk Management Committee asked that Staff coordinate an email and internet security training session with the Information Technology (IT) consultant, Element Technologies. Element provides this type of education and training to their clients as needed. Element's Security Team would provide training tailored towards phishing attacks, other prevalent threats, social engineering, and overall best practices to help mitigate the risk of exposure to malware, viruses, and other harmful attacks that would compromise the City's IT systems.

Anthony Sixta, Element Technologies representative, introduced himself to the Council. He reported the learning objectives for this training would be how to identify social engineering (phishing) attacks, authentication best practices, data handling best practices, causes of unintentional data exposure, how to recognize and report security incidents, how to identify and report missing security updates and the dangers of insecure networks. It was noted 95% of the cybersecurity breaches were caused by human error and 86% of these breaches were financially motivated. He noted security has to be everyone's responsibility.

Noah Roddy, Element Technologies representative, discussed how the City and Council can address authentication best practices. He encouraged Councilmembers to create

unique and complex passwords. He recommended the Council also consider using Last Pass for storing passwords securely.

Mr. Sixta commented on how to best store, transfer, archive and destroy sensitive data. He encouraged the Council to report security incidents that may occur on their systems and how to recognize missing security updates. Lastly, he discussed the dangers of operating on an insecure network. He described how the Council can access a trustworthy VPN.

Grams stated he was very thankful the City had a well-trained IT team on staff to assist with cyber-attacks and IT concerns.

5.   ADJOURNMENT

The Work Session adjourned at 6:40 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial