**Meeting:** ICT Directorate Managers Meeting.

**Date:** Wednesday 27th May 2019

**Time:** 10:00 am

**Present:**  Dr. Joseph Adu Mintah, Mr. Augustine Arthur, Mr. Emmanuel Opoku, Mr. Leonard Ato Dapatem, Mr. Robert Nii Sowah, Mr. Bernard Cecil Arthur.

**Issues Discussed**

* Report of Activities Undertaken and Upcomming Activities
* Reddsis Application
* Inception report
* Reddsis application
* Development of Standard Application Components- Implementation will

 take 10 working Days

* NACAP (National Anti-Corruption Action Plan) Portal
* Contract Staff management system.
* Challenges in Mole and the way forward :
* -Phase 1: 31st May 2019 (Maintainance by Mr. Emmanuel Opoku)
* -Phase 2: 10th-15th June 2019 ( Finalization of maintainance activity at

 mole National Park)

* Biometeric Devices for YEA
* Terminal Benefits System Presentation to Trustees
* YEA Application development Status

 **Actions:**

* Retraining of Kumasi Zoo Staff
* Finalize the setup of all-in-one computers
* Liased with the systems team to deploy the
* Supply of Printer Toners
* Solved issues with procurement to curb fake tonners etc
* Backup, antivirus, and corporate email configurations of all district
* In Zone one.
* LPO for computers for outstation staff to replace old computers due for

 decommissioning

* list of ethical hacking tools for further discussion with Mr. Opoku
* Upgrading of user computer
* Eddy's Demo (Guest House Management System)
* Gabriel's Demo (Offtracksys) Budget
* Bill should be submitted to the directorate to be processed through

 Leonard

**Question:**

Mr. Arthur: what is the connectivity used from the head office? Is the backup done in bulk or incremental?

**Ans:** backups are renamed with date and time, thus all current backups are restored.

**PRESENTATION OF MR. ARTHUR**

* M&E discussion on the target
* Schedule a meeting for indept discussion of the targets
* Development of MS excel Training Manual
* Setup development environment for Ebenezer Addo
* DOCUSYS, Server setup with the assistance of Robert Sowah and training of

 Ebenezer Addo (to take over)

* Ministries meeting (Statistic and research meeting), its about CPME

 reporting. 2018 last quarter report not submitted.

* Standardizing the printers in the system.

**PRESENTATION BY ROBERT NII SOWAH**

* Eset update testing and piloting for the outstation and reacting to issues

 pertaining to the updates.

* Two of the Access point got damage by lightning and working on

 replacement

* Replacement of network printers. issues with wireless printing on the

 network printing.

* ECG and Solar teams worked during the weekend to finish connection to

 the FC building.

**Dr. Mintah's Brief**

* Purported Misunderstanding between Leonard and Albert. Solution to be

 determined by the management of the ICT department.

**End of Meeting at 12:33pm**