

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF MAY 6, 2014

Committee Chair Kathy Arbogast called the meeting to order at 3:05 p.m. in the County Board room in the Livingston County Historic Courthouse.

Present: Arbogast, Allen, Campbell, Cohlman, Gerwin, Yoder

Absent: Ritter

Also Present: Marty Fannin, Louis Kehinde, Alina Hartley, June Slagel, Sheriff Al Lindsey, Bill Cox, Stu Inman, Judge Bauknecht, Coleen Hammond (AdGators)

Arbogast requested that the agenda be reordered moving item 2b. to 2a. Arbogast then called for any additional changes to the agenda with none being requested. *Motion by Gerwin, second by Allen to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the April 8, 2014 meeting. *Motion by Yoder second by Gerwin to approve the April 8, 2014 meeting minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

Software Upgrades – Coleen Hammond of AdGators was present to demonstrate the electronic docket display solution. Kehinde had contacted her in response to a request from Judy Cremer who would like to add a third monitor to the Law & Justice Center to be located on the first floor and also to change the display so it is easier for people to view the court schedules. Kehinde indicated that the two screens on the second floor could be split and each courtroom could be displayed separately. Bauknecht stated that they would like to see four displays in the LJC; one for each courtroom and one of the first floor. The AdGators display can pull information from our current system, so there would be no need for double entry. Arbogast noted that the full service option costs \$3,000 annually, but includes 10 displays that can be used at multiple locations including the Public Safety Complex, Historic Courthouse and H&E Building. Bauknecht noted that the court automation fund could be used to fund their portion. Discussion took place. Kehinde will continue to work with department heads on this item.

Hartley then reviewed the software packages that were distributed at last month's meeting for the Committee to review. The Boards & Commissions package is an online database that can be included on the county website that would track all the subsidiary board appointments. It would show all the appointments, vacancies, requirements for the position and allow individuals to apply online for each board and/or district. Hartley stated that the Elections Committee has expressed interest in this type of program. The monthly cost of the Boards & Commissions is \$300.

The Government Transparency Suite is a system that automates agendas and packets. If added to the ILegislate Package it connects all documents remotely through an ipad. Board members could use the ipad to review all upcoming agendas, calendars, supporting documents and allow notes to be taken within the document. The ipad can also be used for VoteCast. VoteCast is a one touch voting system with real time meeting synchronization and digital display.

The Meeting Efficiency Suite combines and automates the minutes with an audio or video recording. It automatically records the roll-calls taken, speakers, motions and votes taken. Hartley stated that she brought the information to the Committee for review, because some board members have expressed interest in this type of automation. Hartley stated that the solutions do become costly with an annual cost for the entire package of \$19,788. Hartley stated that should the Committee be interested in pursuing any of the software solutions, she would include the estimated cost in the budget for next year and look at similar companies to ensure that the county is getting the best solution for the cost. Discussion took place. Consensus of the Committee was to move forward with the boards and commissions solution.

Department Report – Kehinde reviewed his monthly department report with the Committee. Kehinde reported that the relocation of the transformer at the Public Safety Complex is complete. Kehinde stated that this has made a significant difference in the temperature in the room. Kehinde reported that he has worked with the Sheriff’s department on the relocation of the animal control pc to the Public Safety Complex. Kehinde reported that he attended the nIEM 2014 training program which he found to be beneficial.

Kehinde reviewed a bill from MediaCom with the Committee. Kehinde stated that he and June had contacted MediaCom to find out what the bill is for and they indicated that the bill was for the trailer. Hartley stated that the county did not have service in the trailer, but that FQC did, but that would be billed directly to them and not the county. Hartley noted that prior to their relocation the States Attorney’s office did utilize MediaCom. Kehinde stated that MediaCom indicated that technical assistance was used as recently as January 1, 2014. Kehinde will continue to investigate and cancel if possible. Discussion took place regarding the review of bills and how bills are processed.

Cyber Risk Exposure – A brief conversation took place regarding the Cyber risk article that appeared in Illinois County. Hartley will scan in the article and the Committee will review at next month’s meeting. Kehinde will complete the survey prior to that meeting for discussion.

Motion by Gerwin, second by Campbell to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 4:43 p.m..

Alina M. Hartley
Administrative Resource Specialist