

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF JULY 8, 2014

Committee Chair Kathy Arbogast called the meeting to order at 3:00 p.m. in the Committee Room in the Livingston County Historic Courthouse.

Present: Arbogast, Allen, Campbell (arrived 3:03), Cohlman, Gerwin, Ritter, Yoder

Absent:

Also Present: Marty Fannin, Louis Kehinde, Alina Hartley, June Slagel,

Arbogast called for any additions or corrections to the agenda with none being requested.

Motion by Yoder, second by Gerwin to approve the agenda as presented. **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 3, 2014 meeting. *Motion by Gerwin second by Ritter to approve the June 3, 2014 meeting minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

Department Report – Kehinde reviewed his monthly department report with the Committee. Kehinde reported one of the Network Drives was missing Randy Yedinak's workstation. The missing drive was re-mapped and restored. Kehinde reported that there was a LEADS server error on Lisa McAllister's workstation. Kehinde stated that the LEADS receiver was reinstalled to correct the problem.

Kehinde reported that the Sheriff's server is now being backed up to the Symantec Backup server at the Historic Courthouse, in addition to the tape backup that continues to be done at the Sheriff's office.

Kehinde reported that the Livingston DC server was running out of drive space; to correct the issue a 1TB external USB drive was connected to the Devnet server and reconfigured to receive the Devnet backup data. There is now 329GB free for data storage.

Kehinde further reported that he was called at 3 a.m. on Saturday, June 7th due to a problem with the LivCom servers. Kehinde stated that the issue was with the Neverfail Program. The Neverfail program is a program that makes it possible for one server to replicate the other to switch servers if one fails without disruption. Kehinde stated that the support company was not able to be reached until Monday. Gerwin questioned if there was any negative impact on 911 due to the issue. Kehinde stated that the dispatchers had to manually write their information on cards and enter them into the system once it was back online.

Kehinde reported that the Health Department was having an issue printing from the Fundware server. Kehinde stated that a reboot of the Fundware server resolved the issue.

Kehinde reported that an update was done to the Sage Abra software system used by the Bookkeeping department.

Kehinde reported that one of the County Clerk's public workstations running XP was replaced, and the other is scheduled to be replaced yet this week.

Kehinde reported that one of the drives on the HR-Payroll server failed. A replacement hard drive is on order and should be shipped this week.

A lengthy discussion was held regarding viruses at the jail. Committee members felt that unauthorized use of county equipment that results in damage and/or loss should be grounds for disciplinary action. Kehinde will discuss the matter with the Sheriff.

Kehinde reviewed a proposal for the replacement of the video conferencing system estimated to be between \$35,000 and \$55,000 per courtroom depending on what equipment can be reused. This project will be submitted as a 2015 capital request.

Kehinde reviewed two proposals for the consolidation of network domains and replacement of 2004 servers. This project will also be submitted as a 2015 capital request.

FY 2015 Budget – Kehinde reviewed his draft 2015 budget with the Committee. Slagel noted that some of the copy machine expenses will be transferred to the individual departments. Slagel further noted that there has been some discussion about separating out the enterprise systems. Slagel stated that that line items is on track to be over budget for this year, so overall there is likely going to be an increase of approximately \$7,500. Discussion took place. Consensus of the Committee was to keep the enterprise system line items within the IT budget.

Slagel will email out a revised copy of the IT budget to the Committee for review.

Kehinde then briefly reviewed two capital requests for 2015. The first request, in the range of \$58,000-\$69,900, is to have RK Dixon provide for the consolidation of the network domains and the virtualization of 7 of the existing servers. The second request, in the range of \$29,800-\$33,500 plus expenses, to assess the counties current environment, to document the current state and provide the "road map" to the "future" state as required. Kehinde reported that there will be a third request that has not yet been included for the replacement of the polycom video arraignment system.

The Committee will continue to draft budget at next month's meeting.

Motion by Gerwin, second by Ritter to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 3:57 p.m..

Alina M. Hartley
Administrative Resource Specialist