

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF AUGUST 5, 2014

Committee Vice-Chair Vicki Allen called the meeting to order at 3:10 p.m. in the Committee Room in the Livingston County Historic Courthouse.

Present: Allen, Cohlman, Gerwin, Yoder

Absent: Arbogast, Campbell, Ritter

Also Present: Marty Fannin, Louis Kehinde, Alina Hartley, June Slagel, Earl Rients, Mike Shaughnessy, Bill Cox, Stu Inman

Allen called for any additions or corrections to the agenda with none being requested. *Motion by Gerwin, second by Yoder to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

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

Department Report – Kehinde reviewed his monthly department report with the Committee. Kehinde reported that the 911 email addresses have been converted from Frontier to the county email. Kehinde reported that one of the hard drives at LivCom failed and was replaced with one of the two back-ups on hand. Kehinde further reported that the time clock inside LivCom also failed and was replaced by one of the two on reserve. Kehinde stated that the faulty clock was sent in for repair.

Kehinde reported that they replaced two laptops, one for HR and one for Probation. Kehinde reported that there was an issue with the Dynamic Imaging software for the sheriff's department. Kehinde stated that "Cook County" was entered in one of the fields incorrectly and resulted in none of the pictures or data of booked inmates being able to be retrieved. Kehinde stated that the support company was able to troubleshoot the issue and resolve the problem.

Kehinde reported that the hard drive for the HR Payroll server was received and successfully replaced. Kehinde stated that two hard drives were purchased to ensure there was a back-up.

Kehinde reported that the Sonicwall Security Suites were renewed for the Law & Justice Center and the Highway. Kehinde further reported that an Anti-Spy/Intrusion Prevention Service for one year was purchased for the Sheriff's SonicWall, at a cost of \$1,276.29.

A lengthy discussion took place regarding inappropriate use of the internet by county employees. Hartley noted that the personnel policy allows for some personal use during non-work time. Consensus of the Committee was to amend the personnel policies to prohibit personal use on county equipment. The Committee will continue to review this item at next months meeting.

List of Subsidiary Boards – Gerwin questioned if there had been any progress on getting the list of subsidiary boards on the county website. Hartley stated that the Committee had previously approved allocating funds in the FY 2015 budget to add this software.

Other Business - Gerwin stated that it had previously been suggested that a link to the webmaster be placed on every page. Gerwin questioned when this would be done. Hartley noted that website duties had not yet been assumed by the IT department, since Koepfel resigned. Gerwin requested an estimated time frame on when the remaining IT duties would be transferred. Kehinde responded that their plates were already full. Gerwin stated that she wished to continue discussion on this topic at next months meeting.

Motion by Yoder, second by Cohlman to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 4:00 p.m..

Alina M. Hartley
Administrative Resource Specialist