

LIVINGSTON COUNTY BOARD  
INFORMATION & TECHNOLOGY COMMITTEE  
MINUTES OF JULY 7, 2015

Committee Vice-Chair Kelly Cohlman called the meeting to order at 3:30 p.m. in the Committee Room in the Livingston County Historic Courthouse.

Present: Cohlman, Arbogast, Gerwin, Goembel, Runyon,

Absent: Allen, Weber

Also Present: Alina Hartley (Administrative Resource Specialist), Jon Sear (Network & Computer Systems Administrator), John Clemmer (Finance Resource Specialist)

Cohlman called for any additions or corrections to the agenda with there being none requested. *Motion by Arbogast, second by Goembel to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the June 2, 2015 meeting. *Motion by Goembel, second by Cohlman to approve the meeting minutes. MOTION CARRIED WITH ALL AYES.*

**Department Report** – Jon Sear reviewed the monthly department report with the Committee. Sear also provided a breakdown of the hours spent within each department. Sear reported that the jail inmate phone system was changed during the month. Discussion took place regarding the project as no one on the Committee was aware that the project was taking place. Sear stated that XP computers were replaced in Probation and the Circuit Clerk’s office. Sear stated that this leaves only 3 XP computers remaining, all within the County Clerk’s office. Sear stated that these computers will be changed during her upcoming software upgrade.

Sear reported that all the old, unused computer equipment was picked up and processed for recycling. Sear further reported that the inventory update had been completed and forwarded to Hartley. Sear noted that the Symantec report revealed no new viruses during the period only tracking cookies, which is a great improvement.

**Network Consolidation** – Sear stated that he was able to review the system at the 911 now that it has been installed. Sear stated that he is impressed with this system and feels that this is the way to go. Sear stated that he would like to purchase two for the county, both medium in size, which can be upgraded at a later date if needed. The 911 system will back up to the county’s system for redundancy. Sear reported that 911 is still using frontier, but will need more IP addresses for the new system. Sear stated that he has been working with CIRBN to get them switched over. Discussion took place. *Motion by Runyon, second by Arbogast to approve moving forward with the Konsolidated System. MOTION CARRIED WITH ALL AYES.*

**FY 2016 Capital Requests** – Sear stated that he is currently working on obtaining a quote for replacement of the wireless system. Sear will present the request at next months meeting for approval.

**FY 2016 Budget** – Hartley reported that she will be working with Sear in the near future on development of the budget. Hartley all the administration budgets will be reviewed in conjunction to ensure that overall the requests come in within the amount allocated by the Finance Committee.

**Other Business as Needed**– N/A

The Committee reviewed the bills presented. *Motion by Gerwin, second by Arbogast to approve the bills as presented.* **MOTION CARRIED WITH ALL AYES.**

*Motion by Cohlman, second by Runyon to adjourn.* **MOTION CARRIED WITH ALL AYES.**  
Meeting adjourned at 4:14 p.m..

---

Alina M. Hartley  
Administrative Resource Specialist