

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF JULY 12, 2016

Committee Chair Vicki Allen called the meeting to order at 3:30 p.m. in the Committee Room in the Livingston County Historic Courthouse.

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

Absent: Weber

Also Present: Chairman Marty Fannin, Alina Hartley (Administrative Resource Specialist), Jon Sear (Network & Computer Systems Administrator), John Clemmer (Finance Resource Specialist, Judy Cremer (Circuit Clerk), LeAnn Dixon

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

The Committee reviewed the minutes of the June 7, 2016 meeting. *Motion by Cohlman, second by Gerwin to approve the meeting minutes, as presented. MOTION CARRIED WITH ALL AYES.*

Monthly Department Report – Jon Sear reviewed his monthly department report with the Committee. Sear reported that there were only minor issues with Spillman throughout the month. Sear reported that the intern has been working on the upgrade to Windows 10 for those departments interested. Sear stated that the only program that he has found to be non-compatible is the Quicken program used at the Sheriff's Department. Sear reported that he has a number of toner cartridges that are no longer of use. Sear stated that he will be listing those on ebay. Sear reported that the department is also working on electronic recycling.

Sear reported that he assisted with the installation of the new video visitation system at the jail. Sear stated that this program will allow visitation through web-based systems. Sear stated that the Sheriff's Department covered the cost of the program and he assisted with the installation.

Sear then discussed issues that occurred recently with outside vendors accessing the system. Sear presented a draft Remote Access Policy for the committee to review. The Committee will continue discussions on the policy at the August meeting.

Discussion took place regarding the status of the employee self-service system. Sear stated that he is still working to get the domain set up. The server consolidation is also still pending. Further discussion took place. *Motion by Arbogast, second by Goembel to authorize Sear to move forward with getting assistance. MOTION CARRIED WITH ALL AYES.*

FY 2017 Budget Requests – Sear reported that he will be submitting a capital request for the door system at the jail which needs to be upgraded. Sear stated that he consulted with Bennett who is recommending that the doors be transferred to the same system as the Law & Justice Center and the Historic Courthouse. Sear stated that he will also have a request to update the

UPS battery back-up, estimated at \$8,200. Sear will present his formal budget requests in August.

Judy Cremer was present to discuss the need to upgrade her IBM server estimated at over \$30,000.

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

Motion by Goembel, second by Gerwin to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 4:51 p.m..

Alina M. Hartley
Administrative Resource Specialist