

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF AUGUST 2, 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, Weber (arrived at 3:37)

Absent: Goembel, Runyon

Also Present: Chairman Marty Fannin, Alina Hartley (Administrative Resource Specialist), Jon Sear (Network & Computer Systems Administrator), John Clemmer (Finance Resource Specialist, County Clerk Kristy Masching, Ginger Harris (Bookkeeping), Linda Daniels (Human Resource Specialist), Superintendent Bill Cox

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

The Committee reviewed the minutes of the July 12, 2016 meeting. Gerwin noted that “Windows 10”, should be capitalized. *Motion by Gerwin, second by Cohlman to approve the meeting minutes as amended. MOTION CARRIED WITH ALL AYES.*

Monthly Department Report – Jon Sear reviewed his monthly department report with the Committee. Sear reported that the majority of the last half of the month was spent doing Windows 10 updates. Sear reported that approximately 150 computers were upgraded. Sear reported that he had been in contact with States Attorney Uphoff regarding the VPN and Remote Access Policies, but is still waiting to hear back.

Sear further reported that there have been a couple of issues migrating the servers on the network side. Sear stated that VIA will be assisting with moving the physical servers over to the virtual. Sear stated that he is hoping to have this completed by the end of the month. Sear stated that once the consolidation project is complete, he can work on the Employee Self Service module, which he estimated will be done by October.

FY 2017 Budget & Capital Requests – Sear stated that there wasn’t much change in regards to his budget request for fiscal year 2017. Sear stated that some expenses were moved between line items, but overall his budget is less than FY 2016.

Sear then reviewed the FY 2017 capital requests with the Committee. Capital requests include a new controller for the Sheriff’s Department Doors, which are still running on Windows XP, estimated at \$17,000, the replacement of the Circuit Clerks IBM server which is no longer supported (\$40,000) and the Law & Justice Center UPS battery replacement (\$8,500). Sear considered all of the requests high priority that should not be delayed any longer. *Motion by Gerwin, second by Weber to approve the FY 2017 budget and capital requests and forward to Finance for consideration. MOTION CARRIED WITH ALL AYES.*

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

Motion by Arbogast, second by Gerwin to adjourn. **MOTION CARRIED WITH ALL AYES.**
Meeting adjourned at 4:13 p.m..

Alina M. Hartley
Administrative Resource Specialist