

LIVINGSTON COUNTY BOARD  
INFORMATION & TECHNOLOGY COMMITTEE  
MINUTES OF SEPTEMBER 6, 2016

Committee Chair Vicki Allen called the meeting to order at 4:00 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, Superintendent Bill Cox

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

The Committee reviewed the minutes of the August 2, 2016 meeting. It was noted that the date on the draft minutes needed to be changed to August 2. *Motion by Arbogast, 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 month was spent working on the server project. Sear stated that there have been some issues with Windows 10, mostly due to compatibility. Sear reported that there have also been support issues with LEMS. Sear reported that although he didn't have the exact numbers to present, the Facebook usage has dropped drastically.

**Remote Access Policy** – The Committee reviewed the draft Remote Access Policy. Sear reported that the policy had been reviewed and approved by the States Attorney. Sear stated that the biggest reason for the policy is to require that vendors let the department know prior to accessing the county's system. Sear stated that this does combine the remote access and VPN policies into one policy. It was noted that the policy had minor typos that needed to be corrected prior to forwarding to the full board. *Motion by Goembel, second Arbogast to recommend approval of the Remote Access Policy. MOTION CARRIED WITH ALL AYES.*

**FY 2017 Capital Requests** – The Committee reviewed the three capital requests. Sear stated that he felt that all three requests were critical in nature and really did need to be done. Discussion took place regarding the possibility of replacing the server back-up batteries out of this year's budget. Sear stated that he felt that could be done. Consensus of the Committee was that the remaining two capital requests were critical and recommend the finance committee approve them in the FY 2017 budget.

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

*Motion by Arbogast, second by Goebel to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 4:46 p.m..

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Alina M. Hartley  
Administrative Resource Specialist