

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF OCTOBER 2, 2018

Chairman Vicky Allen called the meeting to order at 4:00 p.m. in the Committee Room of the Livingston County Historic Courthouse.

Present: Allen, Mays, Ambrose, Fannin, Killian, Slagel

Absent: Weber

Also Present: Chairman Bob Young, Alina Hartley (Executive Director), Jon Sear (Network & Computer Systems Administrator), Chuck Schopp (Zoning Administrator), Paul Westermeyer (Daily Leader)

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

The Committee reviewed the minutes of the September 4, 2018 meeting. *Motion by Mays, second by Fannin to approve the meeting minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

Monthly Department Report – Jon Sear was present to review his monthly department report with the Committee. Sear reported that Cate spent most of the month working on the county’s webpage. Sear stated that the templates on the current webpage are dated and cannot be upgraded. Sear reported that there was an issue with the PRI phones downtown. Sear stated that ultimately there was an issue with the line between the building and Frontier. Sear stated that the phones ended up being down for about half a day. Sear stated the non-emergency lines in 911 are still not working. Sear stated that this doesn’t affect 911 calls, but they are not able to transfer administrative calls internally.

DEVNET Permitting and Zoning Software – Hartley stated that recently meetings were held with the Assessor’s Office, Township Assessors and the Zoning Office to discuss the flow of building permits and what can be done to make the process more efficient. Hartley stated that DEVNET has a permitting and zoning application that can be added to our current system. Hartley stated that the addition of the software will assist the Zoning Office in responding to the workflow with the reduction in staffing. Hartley reviewed some of the features of the new software, and stated that the approval of the software will be presented to the Ag & Zoning Committee later in the evening. Hartley stated that the reason the topic has been added to today’s agenda was because Mr. Sear had been frugal enough and gracious enough to allow the Zoning Office to utilize excess funds that are remaining within his budget. Hartley stated that the upfront cost is approximately \$13,000 and the annual cost thereof is approximately \$6,000. *Motion by Fannin, second by Killian to approve the purchase of the DEVNET Permitting and Zoning Software pending approval of the Ag & Zoning Committee.* **MOTION CARRIED WITH ALL AYES.**

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

Motion by Fannin, second by Slagel to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 4:10 p.m..

Alina M. Hartley, Executive Director