

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF JANUARY 5, 2021

Committee Chair Marty Fannin called the meeting to order at 4:30 p.m.. Pursuant to Public Act 101-0640 and the Gubernatorial Disaster Proclamation related to COVID 19, participation in this meeting was offered in person, through Zoom and by teleconference.

Present: Fannin, Mays, Blackard, Slagel,

Present via Zoom: Manker, Barickman (arrived in person at 4:39 p.m.)

Absent: Steichen

Also Present: County Board Chair Kathy Arbogast, County Board Members Linda Ambrose, Seth Welch, and Mark Runyon, Alina Hartley (Executive Director), Diane Schwahn (Finance Director) and Jon Sear (Network & Computer Systems Administrator)

Fannin called for any additions or corrections to the agenda. *Motion by Mays, second by Slagel to approve the agenda as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Mays, Barickman, Blackard, Manker, Slagel. Nays: None. Absent: Steichen

The Committee reviewed the minutes of the December 16, 2020 meeting. *Motion by Blackard, second by Slagel to approve the December 16, 2020 minutes as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Mays, Barickman, Blackard, Manker, Slagel. Nays: None. Absent: Steichen

FT Information Technology Specialist – Jon Sear reported that Cate Wilson will be retiring in April or May of this year. Sear stated that he currently has a vacancy for a part time position and would like authorization to combine the two part time into a full time position. Discussion took place regarding the request with Sear noting that the additional cost is estimated at \$13,000. Sear stated that he hoped by making the position full time, he would find someone who is more reliable and wants to stay. It was noted that the County was blessed to find someone with Wilson’s caliber. *Motion by Manker, second by Mays to recommend approval of a FT IT Specialist.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Mays, Barickman, Blackard, Manker, Slagel. Nays: None. Absent: Steichen

Continuation of Committee / Meeting Schedule – Fannin stated that in his opinion it’s a good idea to have the meeting scheduled and then if there’s nothing going on, the Committee could meet just prior to the board meeting. Barickman stated that he felt that it was unnecessary to pay for board members to travel for a meeting that is perfunctory. Board members weighed in both for and against. It was noted that the Elections Committee is in the process of reviewing the Standing Rules including the Committees. Fannin requested that the Committee keep the meetings scheduled for now and he will work with Sear on whether or not the meeting should be held. The Committee will continue to review the bills at this time. **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Mays, Barickman, Blackard, Manker, Slagel. Nays: None. Absent: Steichen

Monthly Department Report – Jon Sear was present to review his monthly department report with the Committee. Sear stated that most of the month was standard with just computer replacements. Sear noted that today there was a power surge resulting from an outage that fried 5/10 doors and the jail and the UPS. Sear stated that he completed a temporary repair, and has someone coming in to determine whether the equipment can be repaired or will need replaced.

Sear reported that he did a phishing test recently and had seventeen people fail the test. Sear noted that last time he did the test there were only three. Sear stated that he put out a required training.

The Committee reviewed the bills presented. *Motion by Mays, second by Blackard to approve the bills as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Mays, Barickman, Blackard, Manker, Slagel. Nays: None. Absent: Steichen

The floor was open for public comment.

Motion by Mays, second by Barickman to adjourn. **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Mays, Barickman, Blackard, Manker, Slagel. Nays: None. Absent: Steichen. Meeting adjourned at 4:54 p.m..

Alina M. Hartley
Executive Director