

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF AUGUST 9, 2023

Committee Chair Gina Manker called the meeting to order at 4:00 p.m., in the Committee Room of the Historic Courthouse located at 112 W. Madison St. in Pontiac, Illinois.

Present: Gina Manker, Bill Mays, Rebekah Fehr, Marty Fannin (arrived at 4:03), Dan Myers, Seth Welch

Absent : Joel Barickman

Also Present: Executive Director Alina Hartley, Executive Assistant Jordan Uselding, Network & Computer Systems Administrator Jon Sear, Human Resource Director Ginger Harris and Finance Director Diane Schwahn.

Manker called for any additions or corrections to the agenda with none requested. *Motion by Mays, second by Welch to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the June 7, 2023 meeting. *Motion by Mays, second by Welch to approve the minutes as submitted. MOTION CARRIED WITH ALL AYES.*

Downtown Camera System – Sear reported the Law & Justice Center and Historic Courthouse will need to have all of their current cameras replaced on the inside and outside of the buildings. Sear stated the current cameras will not work with a new system. Sear stated he has received a quote from Bennett Electronic Service Co. Inc. for the replacement of the camera system.

FY 2024 Budget & Capital Requests/IT Staffing Position – Sear presented two capital requests for the committee’s review. The first request was for a camera system project which would replace 90 cameras at the Law & Justice Center and the Historic Courthouse. Sear stated the new cameras we just purchased will not work with the current system, and they no longer produce the other cameras, so he obtained a quote from Bennett Electronic Service Co. Inc. for the replacement. The other capital request was for a server ups battery replacement. Sear stated this is to replace 40 batteries at the Law & Justice Center, noting these batteries are backup for the servers, security system and camera system.

Sear then reviewed his budget request with the Committee noting that he would need to account for the new maintenance agreement with Bennett. Discussion took place regarding the current staffing levels within the department and the need to have a second person who can fill in, in the absence of Sear. Discussion included the possibility of hiring a full-time person or contracting out more of the IT work to ensure a local company is familiar with the systems that we have. Consensus of the Committee was to add an additional \$25,000 to the budget and continue the discussion at a later date. *Motion by Fehr, second by Mays to recommend approval of the FY 2024 budget & capital requests as discussed and forward to the Finance Committee. MOTION CARRIED ON ROLL CALL VOTE.* All voted Aye; none Nay.

Virtual Server Project – Sear reported that he has received the servers but will need to purchase more switches. Sear stated the cost of the switches can be covered in the original budget allocation. *Motion by Fehr, second by Welch to move forward with purchasing additional switches from the original budget allocations.* **MOTION CARRIED WITH ALL AYES.**

Jail Door Electronic Control System Project Update – Sear reported that he and Jail Superintendent Draper will be traveling to Indianapolis next month to review the system. Sear stated that the replacement of the electronic control system will begin on October 2nd and will take a week to complete. Sear mentioned during that week the Jail and Sheriff's Department will only have key access through all doors.

The floor was open for public comment.

Motion by Fannin, second by Mays to adjourn. **MOTION CARRIED WITH ALL AYES.**

Meeting adjourned at 4:38 p.m.

Jordan E. Uselding
Executive Assistant