



**GREEN LAKE COUNTY
INFORMATION TECHNOLOGY COMMITTEE MINUTES
June 2, 2015**

CALL TO ORDER

Nick Toney called the meeting of the Information Technology Committee to order at 5:30 p.m. in the Green Lake County Government Center, Committee Room #0903, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Chip Hiestand, Dave Richter, Gail Schroeder, Nick Toney
Also Present: Bill Hutchison, Deb Sweeney
Absent: Joy Waterbury

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

Motion/Second (Schroeder/Richter) to approve the agenda. Motion carried.

MINUTES

Motion/Second (Richter/Hiestand) to approve the April 7, 2015 minutes. Motion carried.

CORRESPONDENCE – None

APPEARANCES – None

DEPARTMENT/COMMITTEE DISCUSSION

Department/Project updates from the IT Director:

- Since last committee meeting, 47 helpdesk tickets have been created, 52 resolved and 16 remain open.
- 12 new employee accounts created and 7 deactivated since last meeting.
- Anti-virus software upgraded on all servers and pcs.
- Full facility power outage test recently performed.
- IT Department assisted with the setup of computer equipment in the Emergency Management command vehicle.

The Committee discussed Nash Reiningger working as an IT Department intern through the summer. Nash would work no more than 40 hours per week at a rate of \$10/hour.

Motion/Second (Richter/Schroeder) to approve hiring Nash Reiningger as a summer intern.

PURCHASE REQUESTS

*account number=(year)-100-25-51450-xxx-000

Item #	Item	Qty	*Acct #	Reason for Purchase	Vendor	Price per Item	Total	Delivered Price?
1	M602dn	1	810	Replacement for County Clerk's Printer	CDW	\$1,644.44	\$1,644.44	Yes
					State contract			

Motion/Second (Hiestand/Richter) to approve purchase. Motion carried. Send item to P&I for approval.

CLOSED SESSION

Motion/Second (Richter/Toney) to move into closed session in accordance with §19.85(1)(c). Motion carried unanimously by roll call vote.

Motion/Second (Richter/Schroeder) to move back into open session. Motion carried.

Motion/Second (Richter/Hiestand) to approve the annual evaluation of Deb Sweeney. Motion carried.

VOUCHERS

Vouchers were presented in the amount of \$811.30.

Motion/Second (Schroeder/Richter) to approve vouchers as presented. Motion Carried

UPCOMING COMMITTEE ACTIVITY

Next meeting: August 11, 2015 - 5:30 p.m.

Upcoming activity – IT Director's Annual Evaluation, 2016 proposed budget.

ADJOURNMENT

Motion/Second (Richter/Schroeder) to adjourn at 5:49 p.m. Motion carried.