



**GREEN LAKE COUNTY  
INFORMATION TECHNOLOGY COMMITTEE MINUTES  
April 7, 2015**

**CALL TO ORDER**

Chip Hiestand 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, Joy Waterbury  
Also Present: Bill Hutchison, Deb Sweeney

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**AGENDA**

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

**MINUTES**

**Motion/Second (Richter/Waterbury)** to approve the February 3, 2015 minutes. Motion carried.

**CORRESPONDENCE** – None

**APPEARANCES** – None

**DEPARTMENT/COMMITTEE DISCUSSION**

Department/Project updates from the IT Director:

- Since last committee meeting, 22 helpdesk tickets have been created, 47 resolved and 21 remain open.
- 8 new employee accounts created and 5 deactivated since last meeting.
- Timesheets which were created to automate calculations now being used by some of the units in HHS.
- New desktops installed in HHS Clinical, Health, Aging and Children & Family Services units.
- Rip-n-Run setup completed which integrates with Spillman. This provides for automated handling of certain calls.
- Avatar software implementation for HHS went live April 1<sup>st</sup>.
- County recently purchased software from NeoGov which allows for automation of performance evaluations. The software maintenance will increase the IT annual budget by approximately \$9,000/year.

**Motion/Second (Hiestand/Richter)** to seat Nick Toney at 5:39 pm.

The Committee discussed the software purchase and its ongoing maintenance costs.

- IT Department assisted with the move of the Corporation Counsel's office.
- Preventative maintenance on the main UPS units completed.

**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	Symantec Netbackup	4	810	Licenses required to backup	CDW	\$2,740.00	\$10,960.00	n/a
	License			Virtual machines	State contract			

**Motion/Second (Hiestand/Richter)** to approve purchase. Motion carried.

**CLOSED SESSION** - None

**VOUCHERS**

Vouchers were presented in the amount of \$8,527.06.

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

**UPCOMING COMMITTEE ACTIVITY**

Next meeting: June 2, 2015 - 5:30 p.m.

Upcoming activity – IT Support Specialist Annual Evaluation

**ADJOURNMENT**

**Motion/Second (Waterbury/Schroeder)** to adjourn at 6:00 p.m. Motion carried.