



INFORMATION TECHNOLOGY COMMITTEE: Minutes

Date: August 12, 2013
Time: 4:30 p.m. – 4:55 p.m.
Place: Meeting Room #0903 – Green Lake County Government Center

Present:

Committee Members

Dave Richter, Gail Schroeder, Deb Schubert, Nick Toney

Absent: Chip Hiestand

Also in attendance:

Bill Hutchison, IT Director

Deb Sweeney, Committee Secretary

Next Meeting: October 7, 2013 - 4:30 p.m.

1. Certification of Open Meeting Law

Deb Schubert called the meeting to order at 4:30 p.m. and certified requirements of open meeting law as being met.

2. Approval of Agenda

Motion/Second (Richter/Toney) to approve the August 12, 2013 agenda. **Motion Carried.**

3. Pledge of Allegiance was recited.

4. Approval of Minutes

Motion/Second (Richter/Schroeder) to approve the June 3, 2013 minutes after making finding of closed session correction. **Motion Carried.**

5. Correspondence

None.

6. Appearances

None

7. Department/Committee Discussion

Department/Project updates from the IT Director:

- Since last committee meeting, 69 helpdesk tickets have been created, 65 resolved and 43 remain open.
- Prepared 2014 department budget.
- Network setup and removal was completed for staff at the fairgrounds.
- Completing numerous upgrades and patches to software applications.
- Completed setup of new antivirus software server.
- 8 new employee accounts created since last meeting.
- Nash Reininger's last day is August 16th.
- External proxy server was upgraded.
- Completed installation of AutoCad software on Highway Commissioner's computer.
- Installed computer hardware for Corporation Counsel Assistant position.
- Migration to Tracs10 for patrol near completion.
- Server RAID batteries replaced.
- Upcoming projects include upgrade of HHS RMS software package, internal mail server, and ArcGIS software for Land Conservation.

Committee reviewed and discussed the proposed 2014 IT department budget.

Motion/Second (Toney/Richter) to approve the 2014 IT budget. **Motion Carried.**

8. Purchase Requests

None.

9&10. 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 (Schroeder/Toney) To move back into open session. **Motion carried unanimously by roll call vote.**

Motion/Second (Toney/Schroeder) To accept the annual evaluation of Bill Hutchison and put it in his file.

11. Vouchers

Vouchers were presented in the amount of \$7,407.57

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

12. Committee Discussion

Next meeting: October 7, 2013 - 4:30 p.m.

13. Adjournment

Motion/Second (Richter/Toney) to adjourn at 4:55 p.m. **Motion Carried.**