



**GREEN LAKE COUNTY
INFORMATION TECHNOLOGY COMMITTEE MINUTES
August 12, 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: Dave Richter, Gail Schroeder, Nick Toney, Joy Waterbury, Sue Wendt
Also Present: Bill Hutchison, Deb Sweeney
Absent: Chip Hiestand

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

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

MINUTES

Motion/Second (Richter/Toney) to approve the June 2, 2015 minutes. Motion carried.

CORRESPONDENCE – None

APPEARANCES – None

DEPARTMENT/COMMITTEE DISCUSSION

Department/Project updates from the IT Director:

- Since last committee meeting, 64 helpdesk tickets have been created, 63 resolved and 19 remain open.
- 11 new employee accounts created and 9 deactivated since last meeting.
- Sheriff Department's Time audit completed.
- 2016 IT Department budget prepared.
- Sheriff Department's evidence hardware upgraded.
- Work completed on checkout laptops.
- Sheriff's Department's MACH software up and running in patrol and dispatch.
- New printers installed in the County Clerk and Child Support offices.

Committee would like public comments added as an agenda item.

Waterbury wondered if the HHS Avatar project has been completed. Avatar went live April 2015.

Committee reviewed and discussed a list of obsolete equipment for disposal.

Motion/Second (Richter/Schroeder) to authorize the disposal. Send to P&I for approval. Motion Carried.

Committee reviewed and discussed the proposed 2016 IT department budget.

Motion/Second (Richter/Waterbury) to approve the 2016 IT budget as presented and send on to Finance. Motion carried.

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	Fujitsu fi-7260 Scanner	1	810	Register of Deeds	SHI	\$1,254.99	\$1,254.99	Yes
					Sole Provider			
2	Server	1	810	ESXi server replacement	Silicon Mechanics	\$5,727.00	\$5,727.00	Yes
				Printer	Thinkmate	\$6,313.00	\$6,313.00	Yes

Motion/Second (Waterbury/Richter) to approve purchase. Motion carried. Send item 2 to P&I for approval.

CLOSED SESSION

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

Motion/Second (Waterbury/Richter) to move back into open session. Motion carried unanimously by roll call vote.

Motion/Second (Waterbury/Richter) to approve the annual evaluation of Bill Hutchison. Motion carried.

VOUCHERS

Vouchers were presented in the amount of \$795.39.

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

UPCOMING COMMITTEE ACTIVITY

Next meeting: October 6, 2015 - 5:30 p.m.

ADJOURNMENT

Motion/Second (Schroeder/Richter) to adjourn at 6:06 p.m. Motion carried.