



INFORMATION TECHNOLOGY COMMITTEE: Minutes

Date: January 11, 2010
Time: 5:00 p.m. – 5:38 p.m.
Place: Green Lake County Board Room

Present:

Committee Members

Dan Priske, Dave Richter, Maureen Schweder
Deb Schubert (appeared by telephone)
Nolan Wallenfang (arrived at 5:03 p.m.)

Also in attendance:

Bill Hutchison, IT Director
Deb Sweeney, Committee Secretary

Next Meeting: March 1, 2010 @ 5:00 p.m.

1. Certification of Open Meeting Law

Dan Priske called the meeting to order at 5:00 p.m. and certified requirements of open meeting law as being met.

2. Approval of Agenda

Motion/Second (Schubert/Schweder) to approve the January 11, 2010 agenda. **Motion Carried.**

3. Approval of Minutes

Motion/Second (Richter/Schubert) to approve November 2, 2009 minutes. **Motion Carried.**

4. Correspondence

None

5. Appearances

None

6. Departmental Report/Discussion

Department/project updates from the IT Director since last committee meeting:

- Desktop Authority training completed by IT Assistant.
- Upgrades to Desktop Authority software, Treasurer's software, and Sheriff's Office MDC's were recently completed.
- Upgrade to anti-virus software is in progress.
- The Child Support Department has funds available from the State to be used for purchasing an electronic imaging solution. The IT Department is reviewing options with child support and recently visited Dodge County to see their imaging system.
- The Department of Justice recently did an audit of the Sheriff's Office TIME system. As a result, a Management Control Agreement is required between the Sheriff's Office and the IT Department. The agreement specifies that the Sheriff's Office has knowledge, control and authority over who has access to the TIME system and complies with certain requirements. Some of the requirements affect IT resources and procedures.

Building project

- The IT Director has been in contact with the cabling subcontractor who is doing all network cabling and telecommunication setups.
- All network equipment has been selected and received. IT Director and IT Assistant will attend training on the equipment at the end of January.

Committee reviewed draft copies of the 2009 annual report and budget carryover request prepared by the IT Director.

Motion/Second (Richter/Wallenfang) to accept the 2009 IT Annual Report as presented. **Motion Carried.**

Motion/Second (Schubert/Wallenfang) to approve 2009 Budget Carryover Request. **Motion Carried.**

7. 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	HP4525dn printer	1	810	Replacement (Highway)	Technology Resource Advisors	\$2,457.00	\$2,457.00	Yes
					State contract			
2	HP CP3525 printer	1	810	Replacement (FRI)	Technology Resource Advisors	\$1,051.00	\$1,051.00	Yes
					State contract			
3	HP4015dn printer	1	810	Replacement (Purchasing)	Technology Resource Advisors	\$1,747.00	\$1,747.00	Yes
					State contract			
4	HP4015x printer	1	810	Replacement (Zoning)	Technology Resource Advisors	\$2,256.00	\$2,256.00	Yes
					State contract			
5	Veritas NDMP license	1	206/214	Software license	CDW	\$5,318.61	\$5,318.61	n/a
					SHI	\$5,242.82	\$5,242.82	n/a
6	Finance software upgrade/move	1	810	Upgrade financial software	Weidenhammer Systems	\$4,000.00	\$4,000.00	n/a
					Sole provider			
7	Windows 2008 Server license	3	214	Licenses	CDW	\$452.01	\$1,356.03	n/a
					State contract			
8	AutoCAD 2010 license	1	214	Convert stand-alone to network pool	DLT Solutions	\$1,600.00	\$1,600.00	n/a
					State contract			
9	Asrock ION 330 pro	10	810	Replacement pcs	NewEgg	\$402.59	\$4,025.90	Yes
					Sole provider			
10	Dell p190s 19" monitor	4	810	Replacements	Dell	\$253.99	\$1,015.96	Yes
					State contract			
11	Scheduling software upgrade	1	214	Upgrade (Sheriff Office)	Schedule Soft	\$2,925.00	\$2,925.00	n/a
					Sole provider			
12	HP DL360G6 server	3	810	Replacements	HP	\$3,551.01	\$10,653.03	Yes
					State contract			
13	Peachtree Accounting	1	214	Upgrade (FRI)	Sage Software	\$619.99	\$619.99	n/a
					Sole provider			

Motion/Second (Schweder/Schubert) to approve purchases from lowest bidder. **Motion Carried.**

Motion/Second (Richter/Schubert) to submit items 1, 2, 3, 4 & 12 to P&I for approval. **Motion Carried.**

8&9. Closed Session

None

10. Vouchers

2009 vouchers were presented in the amount of \$6,893.24

2010 vouchers were presented in the amount of \$45,492.99

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

11. Committee Discussion

Next meeting: March 1, 2010 @ 5:00 p.m.

Agenda items: Building project update and tour.

12. Adjournment

Motion/Second (Schubert/Richter) to adjourn at 5:38 p.m. **Motion Carried.**