



*\*\*Unofficial pending Committee approval\*\**

## INFORMATION TECHNOLOGY COMMITTEE: Minutes

**Date:** May 11, 2009  
**Time:** 5:00 p.m. – 5:19 p.m.  
**Place:** Green Lake County Board Room

### Present:

#### **Committee Members**

Dan Priske, Deb Schubert, Maureen Schweder, Nolan Wallenfang

#### **Also in attendance:**

Bill Hutchison, IT Director  
Deb Sweeney, Committee Secretary

**Not in attendance:** Dave Richter

**Next Meeting:** August 10, 2009 @ 5:00 p.m.

#### **1. Certification of Open Meeting Law**

Deb Schubert 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 (Priske/Wallenfang)** to approve the May 11, 2009 agenda. **Motion Carried.**

#### **3. Election of Officers**

**Motion/Second (Wallenfang/Priske)** to cast unanimous vote to leave officers as is. **Motion Carried.**

#### **4. Approval of Minutes**

**Motion/Second (Wallenfang/Schweder)** to approve the March 9, 2009 minutes. **Motion Carried.**

#### **5. Correspondence**

None

#### **6. Appearances**

None

#### **7. Departmental Report/Discussion**

Department/Project updates from the IT Director:

- Since last committee meeting, 98 helpdesk tickets have been resolved, 90 tickets have been created and 52 are pending.
- Website coordinator for the Sheriff's Office changed. Two new coordinators were appointed and recently trained on the website editor. Multiple changes/updates to the County's external website have been made.
- Maintenance recently replaced the emergency generator at the courthouse.
- Upgrades recently finished: backup software, County's financial software, and Microsoft security patches.
- Sheriff's Office squad MDC's recently upgraded when they were brought in to address radio issues by GenComm.
- Obsolete computer hardware approved for disposal by P&I will be worked on as time permits.
- Anti-virus software on Widows servers is currently being upgraded to latest version.
- Hard drive on the server at Fox River industries recently failed. It was replaced with no loss of data.
- IT Dept has seen a rash of printer issues in various departments.
- New file server in place and data is currently being migrated to it.
- Installation of new pc's purchased earlier in the year is near complete.
- IT Department recently received a letter advising of a settlement in the Microsoft Consumer Class Action Lawsuit. Green Lake County was awarded approximately \$5,200 in vouchers which can be used toward the purchase of eligible computer hardware and software.

Building project

- IT Director recently met with Charter Communications to verify fiber network connections will be moved to the new facility and the changes that will take place at that time.

**Motion/Second (Wallenfang/Schweder)** to approve IT Director's report. **Motion Carried.**

**8. 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      | Fidlar Technologies    | 1   | 810                                     | ROD software upgrade        | Fidlar Technologies | \$23,000.00    | \$23,000.00 | n/a              |
|        |                        |     |   |                             | Sole provider       |                |             |                  |
| 2      | Okidata ML320T printer | 1   | 810                                     | Spare – dispatch            | CDW                 | \$300.00       | \$300.00    | yes              |
|        |                        |     |   |                             | SHI                 | \$305.00       | \$305.00    | yes              |
| 3      | Rep Payee Software     | 1   | **                                      | FRI – track client finances | RPM                 | \$1,995.00     | \$1,995.00  | n/a              |
|        |                        |     | **Funds transferred to IT Dept from FRI |                             | Sole provider       |                |             |                  |

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

**9&10. Closed Session**

**Motion/Second (Schweder/Priske)** to move into closed session in accordance with §19.85(1)(c). **Motion Carried.**

**Motion/Second (Wallenfang/Schweder)** to move back into open session and to accept the annual evaluation of Deb Sweeney and forward it to her personnel file. **Motion Carried.**

**11. Vouchers**

Vouchers were presented in the amount of \$414.99

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

**12. Committee Discussion**

Next meeting: August 10, 2009 @ 5:00 p.m.

Agenda items: Building project update, 2010 budget.

**13. Adjournment**

**Motion/Second (Wallenfang/Schweder)** to adjourn at 5:19 p.m. **Motion Carried.**