



INFORMATION TECHNOLOGY COMMITTEE: Minutes

Date: August 2, 2011
Time: 4:30 p.m. – 5:06 p.m.
Place: UWEX Training Room – Green Lake County Government Center

Present:

Committee Members

Chip Hiestand, Susan McConnell, Deb Schubert, Nolan Wallenfang

Committee Members Absent:

Dave Richter

Also in attendance:

Dan Priske, County Board Chair
Bill Hutchison, IT Director
Deb Sweeney, Committee Secretary

Next Meeting: October 3, 2011 @ 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 (Wallenfang/McConnell) to approve the August 2, 2011 agenda. **Motion Carried.**

3. Approval of Minutes

Motion/Second (McConnell/Wallenfang) to approve the May 23, 2011 minutes. **Motion Carried.**

4. Correspondence

None

5. Appearances

None

6. Departmental Report/Discussion

Department/Project updates from the IT Director:

- Since last committee meeting, 67 helpdesk tickets have been resolved, 39 open and 73 were created.
- IT Department has been busy preparing 2012 budget.
- WIJS Gateway for the Sheriff's Office has been completed.
- Credit card readers recently installed in Treasurer and County Clerk's office.
- Continue to rollout Windows 7 and Office 2010.
- IT server room HVAC units seem to be working well.
- Upgrades recently completed to proxy server, Alio software, Lockdown software, Spillman system.
- IT Department handing a large amount of user account changes/additions.
- Setup remote access for the Maintenance Department to manage a HVAC computer via a smartphone.
- Video conferencing items completed for the Courts.
- Assisted the County Clerk with an upgrade to their phone system management computer.
- WiSACWIS component upgraded.
- Unused computer removed from the Coroner's office.

Committee reviewed and discussed the proposed 2012 IT budget.

Motion/Second (Hiestand/Wallenfang) to accept the 2012 IT budget and pass it on to Finance. **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	Enterasys Power Supply	3	810	Redundant power supplies	CDWG	\$449.27	\$1,347.81	Yes
					State Contract			
1	Guard1 Plus – Server Edition	1	Building Project	Automated Inmate Record Keeping	Timekeeping	\$8,400.62	\$8,400.62	n/a
					Sole Provider			

Motion/Second (Hiestand/McConnell) to approve purchase from lowest bidder. **Motion Carried.**

8&9. Closed Session

Motion/Second (Wallenfang/McConnell) to move into closed session in accordance with §19.85(1)(c). **Roll call vote unanimous.**

Motion/Second (Wallenfang/McConnell) to accept the annual evaluation of Bill Hutchison. **Motion Carried.**

Motion/Second (McConnell/Wallenfang) to move back into open session. **Roll call vote unanimous.**

10. Vouchers

Vouchers were presented in the amount of \$1,794.14

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

11. Committee Discussion

Future agenda items: Media Retention Policy Resolution

Next meeting: October 3, 2011 @ 4:30 p.m.

12. Adjournment

Motion/Second (McConnell/Hiestand) to adjourn at 5:06 p.m. **Motion Carried.**