



**INFORMATION TECHNOLOGY COMMITTEE: Minutes**

**Date:** October 1, 2012

**Time:** 4:30 p.m. – 4:49 p.m.

**Place:** Meeting Room #0903 – Green Lake County Government Center

**Present:**

**Committee Members**

Chip Hiestand, Dave Richter, Deb Schubert, Nick Toney

**Absent:** Nolan Wallenfang

**Also in attendance:**

Bill Hutchison, IT Director

Deb Sweeney, Committee Secretary

**Next Meeting:** December 3, 2012 - 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. Pledge of Allegiance was recited.

**3. Approval of Agenda**

**Motion/Second (Richter/Toney)** to approve the October 1, 2012 agenda. **Motion Carried.**

**4. Approval of Minutes**

**Motion/Second (Richter/Hiestand)** to approve the August 13, 2012 minutes. **Motion Carried.**

**5. Correspondence**

None

**6. Appearances**

None

**7. Departmental Report/Discussion**

Department/Project updates from the IT Director:

- Since last committee meeting, 56 helpdesk tickets have been resolved, 30 open and 53 were created.
- Student Intern, Nash Reininger started September 4, 2012. He is presently doing IT Department hardware inventory.
- The addition of a part-time IT position was recently approved at County Board.
- PC upgrades ongoing.
- Highway fuel system computer and software recently upgraded.
- IT Director researching backup hardware options.
- Numerous hardware firmware upgrades completed.

**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	Server	1	810	Replacement for backup server	ABMX	\$9,878.83	\$9,878.83	Yes
					Silicon Mechanics	\$8,876.00	\$8,876.00	Yes

**Motion/Second (Richter/Toney)** to approve purchase from lowest bidder. Submit to P&I for approval. **Motion Carried.**

**9&10. Closed Session**

None

**11. Vouchers**

Vouchers were presented in the amount of \$17,828.38

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

**12. Committee Discussion**

Next meeting: December 3, 2012 - 4:30 p.m.

**13. Adjournment**

***Motion/Second (Toney/Hiestand)*** to adjourn at 4:49 p.m. **Motion Carried.**