



INFORMATION TECHNOLOGY COMMITTEE: Minutes

Date: February 7, 2011

Time: 4:30 p.m. – 5:20 p.m.

Place: Public Meeting Room – Green Lake County Government Center

Present:

Committee Members

Dave Richter, Deb Schubert, Mark Slate, Nolan Wallenfang, Margaret Whirry

Also in attendance:

Bill Hutchison, IT Director

Deb Sweeney, Committee Secretary

Next Meeting: April 4, 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/Richter) to approve the February 7, 2011 agenda. **Motion Carried.**

3. Approval of Minutes

Motion/Second (Richter/Wallenfang) to approve the December 6, 2010 minutes. **Motion Carried.**

4. Correspondence

None

5. Appearances

None

6. Departmental Report/Discussion

Department/Project updates from the IT Director:

- Since last committee meeting, 72 helpdesk tickets have been resolved, 66 opened and 44 are pending.
- IT Department has been busy getting ready for the addition move, which has been set for April 8th. No date has been set to move dispatch. A 3rd computer station has been tested and installed in the new dispatch center.
- The connection from Highway to the Government Center has been upgraded.
- Bandwidth upgrade recently completed between Fox River Industries and the Government Center.
- Power for the addition was recently tied in to the existing structure. The facility was on emergency power for a period, IT saw no major issues.
- The jail module was recently upgraded in the Spillman software.
- IT Department assisting with the installation of roll call software for the County Board.
- IT Director has been working with the District Attorney's office on the VINE program.
- IT Department has been catching up on vacations.
- IT Director recently attended training on the network equipment currently installed in the Government Center.
- Public wireless in the Government Center has been setup and is active.

The Committee discussed the IT Director's appearance at the AdHoc meeting, a printer issue in Land Conservation and a computer issue in UWEX. The Committee also discussed the true cost of IT related items by department.

Committee reviewed a draft of the 2010 annual report prepared by the IT Director.

Motion/Second (Whirry/Richter) to accept the 2010 IT Annual Report as presented. **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	Office 2010 license	180	214	Software upgrade	SHI	\$329.84	\$59,371.20	n/a
					State contract			
2	AutoCAD Civil 3D network license	1	206	Additional shared dept license	SHI	\$7,441.31	\$7,441.31	n/a
					State contract			
3	Liebert UPS Maint	1	206	Mait support for GC UPSs	ACCESS Inc.	\$14,319.00	\$14,319.00	n/a
					Sole provider			

Motion/Second (Whirry/Wallenfang) to approve purchase from lowest bidder. **Motion Carried.**

8&9. Closed Session

None

10. Vouchers

Vouchers were presented in the amount of \$8,285.72

Motion/Second (Whirry/Slate) to approve vouchers as presented. **Motion Carried.**

11. Committee Discussion

Next meeting: April 4, 2011 @ 4:30 p.m.

Agenda items: Media Disposal Policy, listing of applications and hardware by department.

12. Adjournment

Motion/Second (Wallenfang/Slate) to adjourn at 5:20 p.m. **Motion Carried.**