Technology Committee Minutes
August 17, 2011 – 4:00 p.m.

Present: Vice Chairman Daly; Supervisors Raymond and Southworth; Spencer Hellwig, Administrator; Ryan Moore, Mgmt. Analyst; Jason Kemper, Planning; Bob Kingsbury, Data Processing; Brian O'Conor, Auditor; Darcy Plummer, Treasurer; Jack Kalinkewicz, Personnel.

Vice Chairman Daly called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Kingsbury, seconded by Mrs. Southworth the minutes of the July 28, 2011 meeting were approved unanimously.

Mr. Kingsbury said the PC Inventory audit is approximately three-quarters of the way complete. He expects the process will be complete by the September Technology Committee meeting.

Ms. Daly said she met with Chairman Veitch to review the Request for Information (RFI) with regard to the Time and Attendance System.

Mr. Kalinkewicz said comments and revised comments were received after the subcommittee meeting, and an RFI was then sent out on Monday, August 8, 2011 to the following three companies who have expressed interest:

> CMA
> Kronos
> Smartlink Solutions

The RFI has also been put on the State Register as the source for other companies that may be interested, he said.

The deadline for submission of feedback from the posting is September 9, 2011 at 5:00 p.m. There will then be a meeting of the subcommittee to review the responses that are received and to setup interviews.

Mr. Kingsbury said he received from Hewlett Packard a HP Touchpad for a 30-day trial period. He said it appeared to be a little slow due to the fact that it is a commercial product, and not intended for consumer use. It is totally HIPPA secure without having to purchase any additional software, he said.

Ms. Daly said after meeting with Mr. O'Conor she was informed that Data Processing is now its own department, #23.

On a motion made by Ms. Raymond, seconded by Mrs. Southworth the meeting was adjourned.

Respectfully submitted,
Chris Sansom