Technology Committee Minutes
February 7, 2013 – 4:00 p.m.

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

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

On a motion made by Mrs. Southworth, seconded by Mr. Kemper the minutes of the January 8, 2013 meeting were approved unanimously.

Mr. Veitch said all the bids are back with regard to the county website and interviews have taken place. He said there are a couple of budgetary items that are still being worked on, so there is nothing to report as yet. He said the subcommittee will be meeting later today to finalize details that will be available at the March Technology meeting.

Mr. Veitch said work continues on the paperless initiative and he is setting this as a goal of the committee for this year. He said that Mr. O'Conor, Ryan Moore and he will meet as a subcommittee to lay out what needs to be done for each department.

Mr. Veitch said the IT Infrastructure is a new issue that has come up. The county is running into some issues with the internet capacity, he said. There is a new phone system that has been installed in the county which is an IP phone system that uses the internet infrastructure to make and place calls and connect phones. Mr. Hellwig and Mr. Kingsbury have been working on the issue and Mr. Veitch said there will soon be something that the committee can vote on to try and get it upgraded. Ms. Raymond asked about the cost. Mr. Hellwig said this particular problem is not that expensive to fix, he estimated approximately $10,000. He said the bigger issue is that at some point we can actually do a better job at figuring out what the people are using the sites for. We have to take things that are most problematic and work our way through them, checking them off the list and moving on, he said.

Ms. Raymond said if we are going to provide computers, and software and we are going to ask employees to use this we have a professional obligation to get this fixed sooner than later. Ms. Raymond said that she thinks this should be a very high priority.

Mr. Kingsbury said there would be a fiber link installed this spring that would go between complex 1 and building 5, which will help. There are still other buildings such as Mental Health, Public Health, Sewer District and the Services Building that are only connected over the internet, so if the internet goes down they lose the AS400 connection and everything. He said the phone system does take some of the bandwidth. To connect all the buildings the cost would be over $300,000, he said.

Mr. Kalinkewicz said the contract work for the Time and Attendance system has been done, and MM Hayes has been in contact with the county about the kickoff. A letter has been sent to the unions to inform them, with no feedback. He said on February 12th there will be a meeting with representatives to go through what steps need to be taken next. Much of the hardware has been delivered and everything seems to be on schedule.

On a motion made by Ms. Raymond, seconded by Mr. Kingsbury the meeting was adjourned unanimously.

Respectfully submitted,
Chris Sansom