

Technology Committee Minutes
March 1, 2016 – 4:00 p.m.

Present: Chairman Tollisen; Supervisors Kinowski, Lent, Raymond, Wright and Martin; Spencer Hellwig, Administrator; Eileen Bennett, Chris DuBois, Data Processing; Andrew Jarosh, Treasurer.

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

Chairman Tollisen announced the appointment of Jean Raymond as the Committee Vice Chair.

Mrs. Bennett presented a summary of the current projects in the Data Processing Department as follows.

- The County Network Infrastructure Project is near completion. In 2015 the installation of new cabling for the County network and the creation of wiring closets was completed in the county buildings except for Public Health. In 2015 the SmartRow was installed. The SmartRow is a fully integrated row-based infrastructure that is an enclosed system that includes the cooling, UPSs, power management, monitoring and control technologies, and fire suppression. A few options are left to be installed in the SmartRow. The core network devices have been installed into the SmartRow, which includes the IBM iSeries, virtual servers, switches, firewall and web filter. A disaster recovery server was installed at the Sheriff's Department in the designated disaster recovery site.
- Currently, Data Processing is in the process of moving all the county departments, with the exception of the Sheriff's Department, from physical servers to the virtual server environment.
- The testing of the data recovery from the disaster recovery site has been tentatively scheduled for May. Data Processing will be creating a procedure manual for the data backup and data recovery. The backup and Disaster Recovery site was completed in 2015.
- Data Processing is currently working on the completion of the time and attendance system that began in 2012, with half of the employees swiping into the Kronos system currently. The larger departments which include social services, sewer district, and Sheriff's Department have not been added as yet, but they are scheduled to be added in the next few months.
- A second round of testing of the disaster recovery for the IBM iSeries through Tri-Delta, the backup system provider, will be scheduled for late spring. The procedure manual for the disaster recovery and implementation is in the process of being completed.

- Data Processing will be assisting the Office of Emergency Services and Sheriff's Department with the new CAD/Mobile 911 system.

Mrs. Bennett said each department currently that uses Esri has its own licensing. She said that there may be a better model for the county; therefore, she would like to take some time to review that and see if that is indeed true, and if something better can be done with the GIS software throughout departments.

Mrs. Bennett said she would like to update the Policy and Procedures Manual for Technology, in that, it specifically says that Spa Net is our Email provider. She said she would like to change the terminology to give a more generic reference so the policy doesn't have to be changed every time the email provider changes.

A motion was made by Mr. Lent, seconded by Mr. Kinowski to approve amending the Policy and Procedures Manual for Technology. Unanimous.

Mrs. Bennett said she and Mr. DuBois have begun to interview email providers for an email system service, due to the expiration of the contract with ICOM at the end of August 2016.

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

Respectfully submitted,
Chris Sansom