



INFORMATION TECHNOLOGY COMMITTEE: Minutes

Date: November 19, 2007
Time: 5:00 p.m. – 5:20 p.m.
Place: Green Lake County Board Room

Present:

Committee Members

Joanne Guden
Carol Myers
David Richter
Debra Schubert
Nolan Wallenfang

Also in attendance:

Bill Hutchison, IT Director
Deb Sweeney, Committee secretary
Orrin Helmer

Next Meeting: January 14, 2008 @ 5:00 p.m.

1. Certification of Open Meeting Law

Carol Myers called the meeting to order at 5:00 p.m. and certified requirements of open meeting law as being met.

2. Approval of Agenda

Motion/Second (Schubert/Richter) to approve November 19, 2007 agenda. **Motion Carried.**

3. Approval of Minutes

Motion/Second (Richter/Wallenfang) to approve October 15, 2007 minutes. **Motion Carried.**

4. Correspondence

None

5. Appearances

None

6. Departmental Report/Discussion

Department/Project updates from the IT Director:

- Since last meeting, 39 new helpdesk tickets have been opened, 42 closed and 59 are pending.
- Finance approved \$11,900 in cuts from the IT 2008 budget.
- Projects recently completed: New voice recorders have been installed in the Sheriff's Office and for approximately two more weeks are running parallel with the old system. New commissary software due to be installed in the jail next week. All PCs have been upgraded with the new anti-virus software, finishing with the servers within the next few weeks. County SAGE software users recently attended, via video conferencing, the users group meeting held in St. Croix County. Recently tested the DigitalAlly software, which will be used in the squad cars.
- Upcoming projects: IT Dept just recently learned of a new software package UWEX-Madison has made available to the 4H agents. New CMHC server set for install at HHS week of December 3rd. Fiber install with Charter is in process and should be done by the end of the year. Upgrades needed to SAGE and FRI payroll software for W2 processing.

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	Citrix licenses	10	810	Additional Citrix connections	EDCI	\$315.79	\$3,157.90	n/a
					GovConnection	\$325.00	\$3,250.00	n/a
2	Extended warranty - Patrol laptops	12	206	Extend manuf warranty 2 yrs	Baycom	\$475.00	\$5,700.00	n/a
					State Contract			
3	Website redesign/hosting	1	233/810	Improve/update County's website	Wisnet	\$7,299.40	\$7,299.40	n/a
					GovOffice	\$7,691.00	\$7,691.00	
4	SQL Training	2	219/999	5-day training session	Inacom	\$1,000.00	\$2,000.00	n/a
					State Contract			
5	Terminal server CALS	10	810	Additional terminal server connections	Insight	\$49.86	\$498.60	n/a
					State Contract			
6	Dell 2407W Monitor	1	214	Replacement – GIS	Dell	\$656.03	\$656.03	Yes
					State Contract			
7	Network drop	1	999	New data run – Sheriff's Office	Ripon Electric	\$317.00	\$317.00	n/a
					Electrical Equip Svc	\$547.00	\$547.00	n/a
8	Wyse V10L terminals	5	810	Additional terminals	FloridaMicro	\$306.47	\$1,532.35	Yes
					OfficeMax	\$307.64	\$1,538.20	Yes
9	Accounts Receivable module	1	206**	Add on module to current financial system	Information Design	\$2,100	\$2,100	n/a
			**2008 account					

Motion/Second (Schubert/Guden) to approve purchases from lowest bidder. Submit item #6 to P&I for approval. **Motion Carried.**

8&9. Closed Session

None

10. Vouchers

None

11. Committee Discussion

- Next meeting: January 14, 2008 @ 5:00 p.m.
- Future agenda item: 2007 carryover

12. Adjournment

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