



INFORMATION TECHNOLOGY COMMITTEE: Minutes

Date: January 12, 2009
Time: 5:00 p.m. – 5:10 p.m.
Place: Green Lake County Board Room

Present:

Committee Members

Dan Priske, Deb Schubert, Maureen Schweder, Nolan Wallenfang

Not Present:

Dave Richter

Also in attendance:

Bill Hutchison, IT Director

Deb Sweeney, Committee Secretary

Next Meeting: March 9, 2009 @ 5:00 p.m.

1. Certification of Open Meeting Law

Deb Schubert 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 (Priske/Wallenfang) to approve the January 12, 2009 agenda. **Motion Carried.**

3. Approval of Minutes

Motion/Second (Schweder/Wallenfang) to approve the December 8, 2008 minutes. **Motion Carried.**

4. Correspondence

None

5. Appearances

None

6. Departmental Report/Discussion

Department/Project updates from the IT Director:

- Since last committee meeting, 32 helpdesk tickets have been resolved, 28 tickets have been created and 58 are pending.
- Updates recently completed: County's financial system, FRI connection speed increase, and signature pad install on laptops used by the Health Unit.
- IT Department is currently researching rep payee software programs for Health & Human Services.
- Sheriff Dept MDCs are scheduled for upgrades at the end of this month.

Building project

- Several meetings were attended during the mid part of December. Upcoming meeting scheduled the 2nd week of January on interior finishes. The last of the meetings will be held in February with March as the target time for departments to sign off.

Committee reviewed draft copies of the 2008 annual report and budget carryover request prepared by the IT Director.

Motion/Second (Wallenfang/Schweder) to approve the 2008 IT Annual Report and Budget Carryover Request. **Motion Carried.**

7. Purchase Requests

*account number=(year)-100-25-51450-xxx-000

2008 budget

Item #	Item	Qty	*Acct #	Reason for Purchase	Vendor	Price per Item	Total	Delivered Price?
1	Memory	4	810	Memory – sheriff dept server	Crucial	\$220.50	\$882.00	Yes
					Kingston	\$376.75	\$1,507.00	Yes

2009 budget

Item #	Item	Qty	*Acct #	Reason for Purchase	Vendor	Price per Item	Total	Delivered Price?
1	Installation Fee	1	233	Upgrade connection speed	Charter	\$500.00	\$500.00	n/a
				HHS – Courthouse	Sole Provider			
2	HP P4015dn printer	1	810	Replacement – Register of Deeds	GovConnection	\$2,209.02	\$2,209.02	Yes
					SHI	\$2,103.12	\$2,103.12	Yes
3	Soekris net5501-70	4	234	Network communication device	Soekris	\$388.00	\$1,552.00	No
					Sole Provider			

Motion/Second (Priske/Wallenfang) to approve purchases from lowest bidder. Submit item #2 to P&I for approval. **Motion Carried.**

8&9. Closed Session

None

10. Vouchers

2008 vouchers were presented in the amount of \$34,644.08

2009 vouchers were presented in the amount of \$68,339.53

Motion/Second (Schweder/Wallenfang) to approve vouchers as presented. **Motion Carried.**

11. Committee Discussion

Next meeting: March 9, 2009 @ 5:00 p.m.

Agenda items: Building project update

12. Adjournment

Motion/Second (Wallenfang/Schweder) to adjourn at 5:10 p.m. **Motion Carried.**