



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

The following documents are included in the packet for the Information Technology Committee meeting on April 3, 2017:

- 1) Cover letter
- 2) Agenda
- 3) Draft minutes from the February 2017 meeting
- 4) Purchase Requests
- 5) 2017 budget standings
- 6) List of items for disposal



Information Technology Department

571 County Road A, Green Lake, WI 54941 (920) 294-4160

From: Bill Hutchison
To: IT Committee Members
Date: March 29, 2017
Re: April 2017 IT Committee Meeting

All,

Enclosed is your packet for our meeting on **Monday, April 3rd at 6:00pm** to be held in the meeting room #0903 (Lower Level – West Wing) at the Green Lake County Government Center, 571 County Road A, Green Lake.

Attached are:

- Agenda for the April 3rd meeting
- February 2017 Meeting Minutes
- Purchase requests
- 2017 Budget Standings
- List of assets to be disposed

See you at the meeting,

Bill Hutchison
Information Technology Director
Green Lake County



GREEN LAKE COUNTY
Information Technology Department

Bill Hutchison – Director of Information Technology
920-294-4160

Information Technology Committee
Meeting Notice

Date: April 3, 2017 Time: 6:00 PM
Meeting Room #0903, Green Lake County Government Center
571 County Road A, Green Lake WI

AGENDA

Committee Members

Preston Hiestand
Katie Mehn
Gail Schroder
Nick Toney, Vice-Chair
Joy Waterbury, Chair

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: February 6, 2017
6. Public Comment (3 minute limit)
7. Appearances
8. Correspondence
9. Department/Committee Discussion
 - Highlights & Project Updates
 - Approval of items for disposal
10. Purchase Requests
 - Approve Items
 - Items to P&I
11. Upcoming Committee Activity
 - Future Meeting Date: June 5, 2017
 - Future Agenda Items for Action and Discussion
12. Adjourn

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the Information Technology Department, 294-4160, no later than 3 days before date of the meeting.



**GREEN LAKE COUNTY
INFORMATION TECHNOLOGY COMMITTEE MINUTES
February 6, 2017**

CALL TO ORDER

Joy Waterbury called the meeting of the Information Technology Committee to order at 6:00 p.m. in the Green Lake County Government Center, Committee Room #0903, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Chip Hiestand, Katie Mehn, Gail Schroeder, Nick Toney, Joy Waterbury
Also Present: Bill Hutchison, Deb Sweeney

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

Motion/Second (Toney/Mehn) to approve the agenda. Motion carried.

MINUTES

Motion/Second (Toney/Mehn) to approve the December 6, 2016 minutes. Motion carried.

PUBLIC COMMENTS – None

APPEARANCES

CORRESPONDENCE – None

DEPARTMENT/COMMITTEE DISCUSSION

Department/project updates since the last meeting from the IT Director:

- 48 helpdesk tickets have been created, 43 resolved and 18 remain open.
- 8 new employee accounts created.
- Upgrades to Alio, Alio Employee Portal, Alio Intelligence, and GCS completed.
- Upgraded Avatar UAT server, waiting on approval from HHS to move forward on live server.
- Alio Oracle database upgrade scheduled for later this month.
- Moved Fidlar data to faster storage location.
- Seen recent failures on hard drives and RAID card.
- Data replication setup between two file servers used at the Government Center.
- December generator test completed without issues.
- Replaced batteries in CCAP equipment room UPS.
- Currently working on 41 PC upgrades.

Committee reviewed the IT 2016 annual report

Motion/Second (Schroeder/Hiestand) to approve the IT 2016 annual report.

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	Lenovo T560 laptop	1	810	County Administrator	Lenovo	\$1,702.59	\$1,702.59	Yes
					SHI	\$1,708.28	\$1,708.28	Yes
2	CountyLaw Case Mgmt Software		214	Corporation Counsel	Cycom Data Systems	\$3,930.00	\$3,930.00	n/a
					Sole provider			

Motion/Second (Toney/Schroeder) to approve purchases and send to P&I for approval. Motion carried.

UPCOMING COMMITTEE ACTIVITY

Next meeting: April 3, 2017 at 6 p.m.

ADJOURNMENT

Motion/Second (Mehn/Toney) to adjourn at 6:15 p.m. Motion carried.

DRAFT



Green Lake County IT Department - Purchase Requests

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

Item #	Item	Quantity	*Account Number	Reason for Purchase	Vendor	Price per Item	Total	Delivered Price?
1	Lenovo T560 laptop (20FH001RUS)	1		Drug Court - Grant	SHI	\$1,376.72	\$1,376.72	Yes
					CDW	\$1,406.47	\$1,406.47	Yes
2	Lenovo T560 laptop (20FH001TUS)	5	810	UWEX	SHI	\$1,565.00	\$7,825.00	Yes
					CDW	\$1,572.00	\$7,860.00	Yes
3	Avatar licenses (3)	1	214	HHS	Netsmart	\$2,924.16	\$2,924.16	n/a
					Sole provider			
4	Lenovo T560 laptop (20FH001RUS)	2	810	Health Unit	SHI	\$1,376.72	\$2,753.44	Yes
					CDW	\$1,406.47	\$2,812.94	Yes

For 01/01/17 - 12/31/17

Expenditure Summary Report

FJEXS01A

Periods 01 - 13

Informational Tech

100-25 EXP

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
25 Informational Tech						
17-100-25-51450-110-000 Salaries	144,140.67	.00	12,917.76	12,917.76	131,222.91	8.96
17-100-25-51450-151-000 Social Security	11,026.76	.00	1,588.74	1,588.74	9,438.02	14.41
17-100-25-51450-153-000 Ret. Employer Share	9,801.57	.00	1,464.04	1,464.04	8,337.53	14.94
17-100-25-51450-154-000 Health Insurance	38,745.09	.00	8,957.52	8,957.52	29,787.57	23.12
17-100-25-51450-155-000 Life Insurance	389.52	.00	64.92	64.92	324.60	16.67
17-100-25-51450-206-000 Maintenance Contracts	202,958.00	7,055.96	157,775.41	157,775.41	38,126.63	81.21
17-100-25-51450-214-000 Software/Hardware	17,050.00	4,552.96	1,953.87	1,953.87	10,543.17	38.16
17-100-25-51450-219-000 Support	500.00	.00	93.75	93.75	406.25	18.75
17-100-25-51450-233-000 Internet	7,500.00	.00	.00	.00	7,500.00	.00
17-100-25-51450-234-000 Networking	16,092.00	.00	2,690.61	2,690.61	13,401.39	16.72
17-100-25-51450-307-000 Training	750.00	.00	.00	.00	750.00	.00
17-100-25-51450-310-000 Office Supplies	100.00	.00	.00	.00	100.00	.00
17-100-25-51450-324-000 Member Dues	100.00	.00	.00	.00	100.00	.00
17-100-25-51450-329-000 Subscriptions	500.00	.00	.00	.00	500.00	.00
17-100-25-51450-330-000 Travel	500.00	.00	36.38	36.38	463.62	7.28
17-100-25-51450-810-000 Capital Equipment	36,550.00	2,916.24	1,029.92	1,029.92	32,603.84	10.80
25 Informational Tech	486,703.61	14,525.16	188,572.92	188,572.92	283,605.53	41.73

Asset Tag	Description	Asset Type	Purchase Date
1785	Dell OptiPlex GX520	computer	6/16/2006
2021	Dell Precision T3400	computer	1/9/2009
2019	Dell Precision T3400	computer	1/9/2009
2041	Dell Precision T3400	computer	1/9/2009
2042	Dell Precision T3400	computer	1/9/2009
2043	Dell Precision T3400	computer	1/9/2009
2037	Dell Precision T3400	computer	1/9/2009
2081	ASRock Ion 330	computer	11/16/2009
2266	ASRock Ion 330	computer	12/22/2009
2260	ASRock Ion 330	computer	12/22/2009
2163	ASRock Ion 330	computer	12/22/2009
2241	ASRock Ion 330	computer	12/22/2009
2242	ASRock Ion 330	computer	12/22/2009
2161	ASRock Ion 330	computer	12/22/2009
2243	ASRock Ion 330	computer	12/22/2009
2203	ASRock Ion 330	computer	12/22/2009
2123	ASRock Ion 330	computer	12/22/2009
2259	ASRock Ion 330	computer	12/22/2009
2112	ASRock Ion 330	computer	12/22/2009
2269	ASRock Ion 330	computer	1/12/2010
2254	ASRock Ion 330	computer	1/12/2010
2250	ASRock Ion 330	computer	1/12/2010
2290	ASRock Ion 330	computer	1/12/2010
2256	ASRock Ion 330	computer	1/12/2010
2291	ASRock Ion 330	computer	1/12/2010
2251	ASRock Ion 330	computer	1/12/2010
2253	ASRock Ion 330	computer	1/12/2010
2255	ASRock Ion 330	computer	1/12/2010
2211	ASRock Ion 330	computer	1/12/2010
2300	ASRock Ion 330	computer	3/11/2010
2306	ASRock Ion 330	computer	3/11/2010
2307	ASRock Ion 330	computer	3/11/2010
2308	ASRock Ion 330	computer	3/11/2010
2267	ASRock Ion 330	computer	3/11/2010
2327	ASRock Ion 330	computer	3/11/2010
2340	ASRock Ion 330	computer	3/11/2010
2295	ASRock Ion 330	computer	3/11/2010
2294	ASRock Ion 330	computer	3/11/2010
2339	ASRock Ion 330	computer	3/11/2010
2293	ASRock Ion 330	computer	3/11/2010
2297	ASRock Ion 330	computer	3/11/2010
2126	ASRock Ion 330	computer	5/17/2010
2130	ASRock Ion 330	computer	5/17/2010
2134	ASRock Ion 330	computer	5/17/2010
2169	ASRock Ion 330	computer	5/17/2010
2214	ASRock Ion 330	computer	5/17/2010
2217	ASRock Ion 330	computer	5/17/2010
2160	ASRock Ion 330	computer	5/17/2010
2131	ASRock Ion 330	computer	5/17/2010
2139	ASRock Ion 330	computer	5/17/2010
2115	ASRock Ion 330	computer	5/17/2010
2132	ASRock Ion 330	computer	5/17/2010
2126	ASRock Ion 330	computer	5/17/2010

Asset Tag	Description	Asset Type	Purchase Date
2125	ASRock Ion 330	computer	5/17/2010
2124	ASRock Ion 330	computer	5/17/2010
2213	Dell OptiPlex 380	computer	5/18/2010
2257	ASRock Ion 330	computer	6/17/2010
2323	ASRock Ion 330	computer	6/24/2010
2172	ASRock Ion 330	computer	6/24/2010
2195	ASRock Ion 330	computer	6/24/2010
2200	ASRock Ion 330	computer	6/24/2010
2201	ASRock Ion 330	computer	6/24/2010
2204	ASRock Ion 330	computer	6/24/2010
2194	ASRock Ion 330	computer	6/24/2010
2215	ASRock Ion 330	computer	6/24/2010
2212	ASRock Ion 330	computer	6/24/2010
2309	ASRock Ion 330	computer	10/28/2010
2353	ASRock Ion 330	computer	10/28/2010
2341	ASRock Ion 330	computer	10/28/2010
2359	ASRock Ion 330	computer	10/28/2010
2358	ASRock Ion 330	computer	10/28/2010
2336	ASRock Ion 330	computer	10/28/2010
2356	ASRock Ion 330	computer	10/28/2010
2337	ASRock Ion 330	computer	10/28/2010
2325	ASRock Ion 330	computer	10/28/2010
2331	ASRock Ion 330	computer	10/28/2010
2328	ASRock Ion 330	computer	10/28/2010
2447	Dell Precision T3500	computer	9/26/2012
2445	Dell Precision T3500	computer	9/26/2012
	Optiplex 380	computer	
	Optiplex 280	computer	
	Optiplex 360	computer	
	Identix Touchprint	fingerprint system	
2084	HP ProBook 4710S	laptop	11/19/2009
2085	HP ProBook 4710S	laptop	11/19/2009
1605	HP L1730	monitor	2/19/2004
1383	HP L1730	monitor	10/8/2004
1776	Dell 1704FPT	monitor	12/8/2005
1756	Dell 1704FPT	monitor	12/8/2005
1754	Planar PX1910M	monitor	3/21/2006
1797	IBM L171p	monitor	8/9/2006
1854	HP L1706	monitor	3/16/2007
1042	HP LaserJet 4000TN	printer	3/22/1999
2384	Canon Pixma iP100	printer	12/27/2011
1572	IBM eServer Xseries 335	server	11/6/2002
1573	IBM eServer Xseries 335	server	11/6/2002