



**GREEN LAKE COUNTY
INFORMATION TECHNOLOGY COMMITTEE MINUTES
August 4, 2014**

CALL TO ORDER

Nick Toney called the meeting of the Information Technology Committee to order at 4:30 p.m. in the Green Lake County Government Center, County Board Room #0902, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Chip Hiestand, Dave Richter, Nick Toney, Gail Schroeder, Joy Waterbury
Also Present: Bill Hutchison, Nash Reininger, Deb Sweeney

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

Motion/Second (Richter/Hiestand) to approve the agenda. Motion carried.

MINUTES

Motion/Second (Richter/Waterbury) to approve the June 2, 2014 minutes. Motion carried.

CORRESPONDENCE – None

Motion/Second (Toney/Hiestand) to seat Gail Schroeder at 4:35 p.m. Motion carried.

APPEARANCES – Nash Reininger was introduced to the Committee. His last day as an intern with the department is August 15, 2014.

DEPARTMENT/COMMITTEE DISCUSSION

Department/Project updates from the IT Director:

- Since last committee meeting, 51 helpdesk tickets have been created, 50 resolved and 27 remain open.
- 9 new employee accounts created and 3 deactivated since last meeting.
- Setup and tear down for the fair network connection completed.
- Currently in the process of converting the patrol laptops from 32bit to 64bit.
- Converted VPN equipment to latest software.
- HHS Avatar project is ongoing.

Committee reviewed and discussed the proposed 2015 IT department budget.

Motion/Second (Richter/Hiestand) to approve the 2015 IT budget as presented and send on to Finance. Motion carried.

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 T540p laptop&dock	1	810	Highway Commissioner	SHI	\$1870.50	\$1,870.50	Yes
					State Contract			
2	Lenovo T540p laptop&dock	1	810	Highway, FRI, UWEX	SHI	\$1,498.41	\$4,495.23	Yes
					State Contract			

Motion/Second (Hiestand/Schroeder) to approve purchases. Submit item #1&2 to P&I for approval. Motion carried.

Dave Richter was excused at 4:54 p.m.

CLOSED SESSION

Motion/Second (Waterbury/Schroeder) to move into closed session in accordance with §19.85(1)(c). Motion carried unanimously by roll call vote.

Motion/Second (Schroeder/Waterbury) to move back into open session. Motion carried unanimously by roll call vote.

Motion/Second (Waterbury/Schroeder) to approve the annual evaluation of Bill Hutchison. Motion carried.

VOUCHERS – None

UPCOMING COMMITTEE ACTIVITY

Next meeting: October 6, 2014 - 4:30 p.m.

Sheriff Office squad car tour.

ADJOURNMENT

Motion/Second (Schroeder/Hiestand) to adjourn at 5:09 p.m. Motion carried.