



**GREEN LAKE COUNTY  
INFORMATION TECHNOLOGY COMMITTEE MINUTES  
June 7, 2016**

**CALL TO ORDER**

Bill Hutchison called the meeting of the Information Technology Committee to order at 5:40 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 (Waterbury/Hiestand)** to approve the agenda. Motion carried.

**ELECTION OF CHAIR**

Hutchison asked for nominations for Chair. Schroeder nominated Joy Waterbury. Waterbury nominated Nick Toney.

**Motion/Second (Toney/Hiestand)** to close nominations and cast a unanimous ballot for Joy Waterbury for Chair. Motion carried. Joy Waterbury was seated as Chair.

**ELECTION OF VICE-CHAIR**

Waterbury asked for nominations for Vice-Chair. Toney nominated Katie Mehn. Mehn nominated Nick Toney.

**Motion/Second (Schroeder/Hiestand)** to close nominations and cast a unanimous ballot for Nick Toney for Vice-Chair. Motion carried.

**MINUTES**

**Motion/Second (Toney/Schroeder)** to approve the April 5, 2016 minutes. Motion carried.

**PUBLIC COMMENTS** – None

**APPEARANCES** – None

**CORRESPONDENCE** – None

**DEPARTMENT/COMMITTEE DISCUSSION**

Department/Project updates from the IT Director:

- Since last committee meeting, 49 helpdesk tickets have been created, 51 resolved and 14 remain open.
- 13 new employee accounts created since the last meeting.
- Main network switch stack was upgraded.
- Purchased Microsoft Office 2016, which will be rolled out this summer.
- Printer firmware upgraded.
- New servers installed at Highway and Fox River Industries.
- Two defective wifi access points replaced under warranty.
- PC upgrades completed in the jail and HHS ESU.
- SSL certificates upgraded.
- Old HHS RMS system will be decommissioned the end of June.

**VOUCHERS**

Vouchers were presented in the amount of \$2,297.58.

**Motion/Second (Toney/Schroeder)** to approve vouchers as presented. Motion Carried

**UPCOMING COMMITTEE ACTIVITY**

Next meeting: August 9, 2016

Upcoming agenda item: 2017 Budget

**ADJOURNMENT**

**Motion/Second (Schroeder/Toney)** to adjourn at 5:55 p.m. Motion carried.