



**GREEN LAKE COUNTY
INFORMATION TECHNOLOGY COMMITTEE MINUTES
August 9, 2016**

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA

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

MINUTES

Motion/Second (Schroeder/Mehn) to approve the June 7, 2016 minutes. Motion carried.

PUBLIC COMMENTS – None

APPEARANCES – None

CORRESPONDENCE – None

DEPARTMENT/COMMITTEE DISCUSSION

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

- 36 helpdesk tickets have been created, 28 resolved and 23 remain open.
- 4 new employee accounts created.
- 2017 proposed budget prepared.
- Patching/upgrades/repairs completed.
- Setup network connectivity for UWEX personnel at the fair.

Committee reviewed and discussed the IT 2017 proposed budget.

Motion/Second (Toney/Mehn) to approve the 2017 IT budget as presented and send on to Finance. Motion carried

The food pantry software has been selected and being implemented.

The HVAC system in the IT area still does not function correctly. Committee would like the matter discussed/reviewed at the next meeting.

PURCHASE REQUESTS – None

VOUCHERS

Vouchers were presented in the amount of \$8,117.83.

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

UPCOMING COMMITTEE ACTIVITY

Next meeting: October 4, 2016 at 6 p.m.

Upcoming agenda items: HVAC system, facility tour.

ADJOURNMENT

Motion/Second (Schroeder/Toney) to adjourn at 6:20 p.m. Motion carried.