

**INFORMATION TECHNOLOGY AND COMMUNICATION  
COMMITTEE MEETING**

**WEDNESDAY, OCTOBER 7, 2020  
4:00 P.M.  
MINUTES**

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**MEMBERS PRESENT:** Commissioners Brandon Haskell, Jane Whitacre, Brian Droscha, Brian Lautzenheiser, Jeanne Pearl-Wright, Rob Piercefield and Wayne Ridge

**ALSO PRESENT:** Commissioner Terrance Augustine; Jeff Parshall and John Fuentes

The Information Technology and Communication Committee met in virtual session on October 7, 2020.

Chairperson Haskell called the meeting to order at 4:00 p.m.

The Pledge of Allegiance was given by all.

Commissioner Whitacre moved to approve the agenda, as presented. Commissioner Pearl-Wright seconded. Motion carried unanimously.

Commissioner Pearl-Wright moved to approve the minutes of the August 5, 2020 meeting, as presented. Commissioner Lautzenheiser seconded. Motion carried unanimously.

It was reported that changes had been made to the County website homepage to highlight the services that are available to be conducted online. Discussion held, including current status of County operations.

It was reported that the County was notified that one of its software vendors had experienced a security breach within its network. The County has taken recommended action, continued to monitor its network and has not identified suspicious activity to date. Monitoring efforts will continue and the Committee will be provided additional information as it becomes available.

It was reported that the Controller/Administrator in conjunction with Emergency Management is working with department heads and elected officials to update the County's continuity of operations planning with an all hazards approach. It is anticipated that this project will be completed by the end of December 2020. Discussion held.

Chairperson Haskell adjourned the meeting at 4:24 p.m.

The next regular meeting of the Information and Communication Committee will be held at 4:00 p.m. on Wednesday, November 4, 2020, in the Board of Commissioners Room of the courthouse located at 1045 Independence Boulevard, Charlotte, MI 48813.

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Brandon Haskell, Chairperson

## Online Services Changes

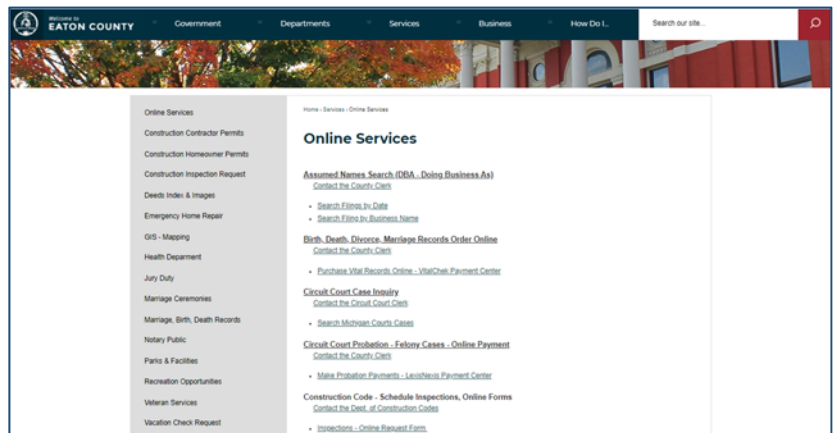
Moved Online Services button in button bar to first position



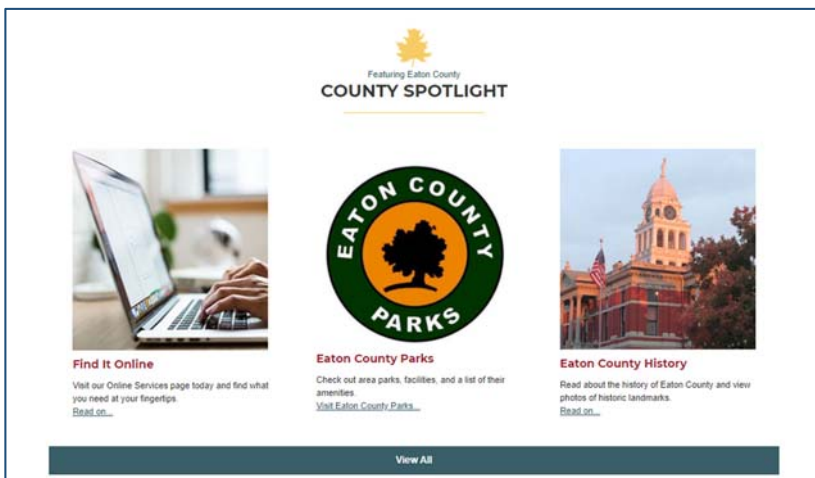
Positioned Online Services in Services Menu from alphabetical to being first in the list



Changed Online Services page from two-column list to single column



Added to County Spotlight section at the bottom of the homepage



Created News Flash article to promote Online Services page with links to the page

The screenshot shows a news flash article on the Eaton County website. The header includes the Eaton County logo and navigation links for Government, Departments, Services, Business, and How Do I... A search bar is located in the top right corner. The article is titled "Find It Online" and is dated September 28, 2020. The main text discusses the county's goal of providing more online services and lists examples such as finding property deeds, paying traffic tickets, scheduling inspections, and checking voter registration. A small image of a laptop is included. The article concludes with a call to action to visit the Online Services page. A sidebar on the right contains a search bar, a "Tools" section with RSS, Notify Me!, and View Archived links, and a "Categories" section with links to All Categories, Home - What's New in the County, Home, Home - County Spotlight, Office of the Eaton County Sheriff, Weekly Updates, and Prosecuting Attorney. Social media icons for Facebook, Twitter, and YouTube are at the bottom left, and a "Next" link for Eaton County Parks is at the bottom right.

Home - News Flash  
Home - County Spotlight  
Posted on: September 28, 2020  
**Find It Online**  
Find It Online

Did you know, finding documents such as property deeds, paying for a traffic ticket, scheduling a building inspection, checking your voter registration, even applying for a marriage license can all be done online?

The Eaton County Board of Commissioners' goal to continue providing and improving online services to its constituents has never been more prevalent than in our current atmosphere. As we conduct our business, it is not "business as usual".

Our Online Services page is an excellent resource to find what you need right now whether you are on your phone, at work or at home.

Visit our Online Services page today to find what you need. Please be sure to check back often as we continue to improve and expand our online presence.

[Eaton County Online Services](#)  
[Eaton County Online Services](#)

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Next »  
Eaton County Parks

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All Categories  
Tools  
RSS  
Notify Me!  
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Categories  
All Categories  
Home - What's New in the County  
Home  
Home - County Spotlight  
Office of the Eaton County Sheriff  
Weekly Updates  
Prosecuting Attorney