INFORMATION TECHNOLOGY AND COMMUNICATION COMMITTEE MEETING

THURSDAY, OCTOBER 6, 2011
5:30 P.M.

MINUTES

MEMBERS PRESENT: Commissioners Osieczonek, Hosey, Brunette, Colestock and Hoffman.

ALSO PRESENT: Robert Sobie and John Fuentes.

The October 6, 2011 regular meeting of the Information Technology and Communication Committee was called to order at 5:30 p.m. by Chairman Osieczonek.

Commissioner Hosey moved to approve the minutes of the August 4, 2011 meeting, with a noted correction to the completion of the field reporting project. Commissioner Brunette seconded. Motion carried.

A list of 2010/2011 and 2011/2012 projects and project priorities was distributed and discussed. Discussion included interest in a means to provide Board members with information electronically. A solution that meets the needs of the current is being reviewed.

Dr. Sobie discussed the impact of the field reporting project on existing data connections being the County and Delta sub-station. The lease of a high –speed fiber-optic connection is being recommended. This would include abandoning the existing data connection until the current contract expires in mid-2012. Dr. Sobie is recommending the Computer Fund be utilized for the first years cost of this lease. Future year's costs will be incorporated into the Sheriff Department operating budget. Discussion held regarding a future longer-term partnership with the State to secure a data connection.

Commissioner Hoffman moved to recommend to the Ways and Means Committee a budget amendment of $15,000 for the first year's cost of the fiber-optic connection lease. Commissioner Hosey seconded. Motion carried.

Commissioner Hoffman moved to adjourn the meeting at 6:34 p.m. Commissioner Hosey seconded. Motion carried.

The next regular meeting of the Information Technology and Communication Committee will be held on Thursday, November 3, 2011 at 5:30 p.m. in Conference Room 101 of the Courthouse.
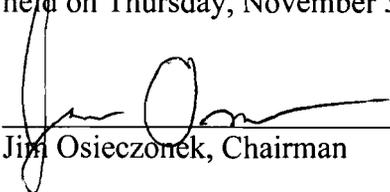
Jim Osieczonek, Chairman

Information Systems Department

2009/2010 Primary Project Goals

1. Replace the e-mail system (COMPLETED).

2. Replace the county's remaining IBM computer system (COMPLETED).

3. Conduct an aerial flight to capture updated county-wide imagery (COMPLETED).

4. Change Internet service provider to reduce annual costs (COMPLETED).

5. Expand the use of document management and workflow (CANCELED).

6. Implement document management audit trail and design reporting tools (CANCELED).

7. Integrated GIS mapping into CAD system (COMPLETED).

8. Incorporated FEMA floodplain data into the county GIS (COMPLETED).

9. Improve wireless network coverage in the courthouse (COMPLETED).

2010/2011 Primary Project Goals

1. Implement "virtualization" technology to consolidate network servers (COMPLETED).

2. Redevelop the county Web site using an Open Source solution (COMPLETED).

3. Improve and extend the fiber optic cable "backbone" used to provide network services to county buildings (MOSTLY COMPLETED).

4. Replace the SAN (our data storage center) to increase storage space and improve data protection/redundancy (COMPLETED).

5. Expand the use of "thin client" technology in the county to extend the useful life of PCs (QUESTIONABLE).

6. Upgrade public safety software with the latest version, including the implementation of new field reporting software (ONGOING).

7. Implement the latest version of GIS software (COMPLETED – DESKTOP LEVEL).

8. Develop uses (i.e., building footprints) for the newly acquired LiDAR data (via contract with Woolpert, funding through DHS) (ONGOING).

9. As needed, continue to standardize and improve physical addressing references in existing databases (i.e., property records, 911 records (point addressing) to build upon previous years' work (ONGOING).

10. Further incorporate point addressing into CAD (linked to bullet item #7) (ONGOING).

2011/2012 Primary Project Goals

1. Strengthen the InfoSys department's understanding of data backup strategies, procedures, best practices, to significantly reduce the likelihood that data could not be recovered from the loss of a system(s).

2. Complete implementation of mobile field reporting project.

3. Complete the fiber optic cabling "backbone" in the complex that was started spring 2010.

4. Develop and implement a cash receipting system for PA-ECU.

5. Upgrade all court recording PCs including PCs for the transcription offices.

6. Upgrade GIS software to ArcGIS 10 (server-side).

7. Schedule implementation of the OSSI evidence room software.

8. Update Joomla-based Web server to version 1.71 or higher and further stabilize the system.

9. Conduct focus group meetings regarding Web site redesign.

10. Empower and engage InfoSys staff in meaningful cross-training initiatives to improve the InfoSys department's ability to support the different technologies used throughout the county.

11. Implement a new wireless networking design for the courthouse.

12. Improve the department's understanding and use of network storage.

13. Demonstrate an "e-meeting moderator" solution to the IT Committee.

14. Replace the Catalyst Switches within the computer network. EOL/EOSL is approaching.

15. Complete all general equipment replacements (i.e., 911, Comm Corr, Reg Deeds).

16. Expand the use of the digital Dictaphone system in the Sheriff's Dept.

17. Replace Citrix with Windows Terminal Services.

18. Reconsider Laserfiche workflow module for use with a "general archive."