

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

THURSDAY, JULY 1, 2010

6:00 P.M.

MINUTES

MEMBERS PRESENT: Commissioners Theresa Abed, Leo Farhat, Jr., Blake Mulder, Roger Harris and Mike Hosey.

ALSO PRESENT: Bob Sobie and John Fuentes.

The July 1, 2010 regular meeting of the Information Technology and Communication Committee was called to order at 6:00 p.m. by Chairperson Abed.

Commissioner Harris moved to approve the agenda, as presented. Commissioner Farhat seconded. Motion carried.

Commissioner Hosey moved to approve the minutes of the June 3, 2010 regular meeting, as presented. Commissioner Mulder seconded. Motion carried.

Chairperson Abed discussed her efforts to schedule a meeting with the West Michigan Film Office to discuss an update of strategies for the film initiative. Discussion held.

It was reported that there was no new information available regarding the status of the ARRA Broadband Project grant application, which the County participated in.

It was reported that the email system conversion project was completed one month ahead of schedule and overall the transition was seamless.

An update was provided on the Clerk's software acquisition request, subsequent to the last meeting the Clerk modified her request, and rather than purchase software she requested Information Systems to develop an application. Dr. Sobie reported that he has scheduled his staff of the development.

Also discussed was a request by Probate Court for scanning equipment. Currently Information Systems staff is working to meet the scanning needs of the Court.

It was also reported that Information Systems has received requests for the installation of web cams in various locations throughout the complex. These requests are not currently being considered due to an ongoing evaluation of network bandwidth utilization. Such requests may

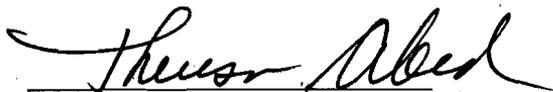
be considered in the future, based on the justification provided, after the bandwidth evaluation is completed.

The Committee discussed the proposed one-day Citizen University program. Discussion held. The consensus of the Committee was to not schedule a one-day program for Fall 2010. The Committee discussed the future of the program in its current form and requested Mr. Fuentes and Dr. Sobie to present alternatives at a future meeting.

It was reported that the Federal Homeland Security grant funding for the Lidar data acquisition had been approved.

Commissioner Hosey moved to adjourn the July 1, 2010 meeting of the Information Technology and Communication Committee at 6:50 p.m. Commissioner Farhat seconded. Motion carried.

The next regular meeting of the Information Technology and Communication Committee will be held on Thursday, August 5, 2010 at 6:00 p.m. in Conference Room 101 of the Courthouse.



Theresa Abed, Chairperson

Draft—1 Day Format

Date	Time	Description
Fall, 2010 Theresa Abed	09:00—09:15	Welcome and Opening Remarks.
Theresa Abed	09:15—09:45	County Governance: The roles and responsibilities of your elected leaders.
John Fuentes	09:45—10:15	Public policy mandates and their impact on programs and services. Brief overview of the county's annual budget process.
	10:15—10:30	Break.
Jeff Sauter	10:30—12:00	Understanding the criminal justice system: Courts, Prosecuting Attorney, Probation. Walking tour of a courtroom.
	12:00—12:45	Lunch
Jeff Warder & Steve Leeson	12:45—02:30	Understanding public safety: Sheriff's Department and Central Dispatch. Walking tour of the Sheriff's Department and Central Dispatch.
Jeanne Wright	02:30—03:00	An overview of human service agencies and their programs and services.
	03:00—03:15	Break.
Invited	03:15—04:30	Brief overviews of County Clerk, Animal Control, Parks, Resource Recovery, Community Development, Construction Code, and Drain Office.

EATON COUNTY CLERK'S OFFICE

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DATE: June 7, 2010
TO: Connie Sobie, Assistant Controller
FROM: Fran Fuller
SUBJECT: Ways and Means Committee request

On April 15th I submitted an amendment to my 2010-2011 County Clerk budget to include \$9,000 for a new Concealed Weapons permit system from IDentiphoto Company. Since I submitted that request I spoke with the County IT Department and they can write a program to accomplish the same thing the IDentiphoto system would, for the cost of the equipment and using our current CPL system. The cost would be approximately \$3,100 and would include the following:

- Dual-side color card ID printer
- Photo scanner
- Signature capture pad
- Start up supplies which include ribbons, cleaning kit and 3000 cards. The cards would last us about 2.5 years.
- Quick Cam camera

As indicated in my earlier request this system would produce a Concealed Pistol License (CPL) that resembles the digital qualities found on a driver's license. The picture and signatures are digitally captured and printed on the CPL. We would no longer have to purchase the laminating pouches and the amount of film we presently purchase. The current issuing process, which requires my staff to obtain 2 sets of signatures, cut and trim the picture, place on the permit and into a laminating sleeve and then through the laminator presently takes approximately 3.5 minutes to complete. This new system would allow us to complete the CPL in an estimated 35 seconds and would not require the CPL applicant to return to the office to pick up the permit once it is approved by the Gun Board. We would mail the permit after approval. We are approving approximately 135 permits each month. This would save us a tremendous amount of time and disruption each month and the customer would be happy to only make 1 trip to the Clerk's Office.

I am requesting the Ways and Means Committee make a recommendation to the Board of Commissioners to provide the funds needed to purchase the equipment for the Clerk's Office to begin using a new digitized CPL system developed by the County IT Dept.