

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

**THURSDAY, FEBRUARY 3, 2011
6:00 P.M.**

MINUTES

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

ALSO PRESENT: John Forell, Robert Sobie and John Fuentes.

The February 3, 2011 regular meeting of the Information Technology and Communication Committee was called to order at 6:00 p.m. by Chairman Osieczonek.

Commissioner Hosey moved to approve the minutes of the January 6, 2011 meeting, as presented. Commissioner Brunette seconded. Motion carried.

The Committee discussed their interest in advancing a paperless initiative for the Board and Committee meetings, to provide all members meeting materials electronically in advance of each meeting. Discussion held, including the Board members level of interest, intent of the project, and potential cost consideration, depending on the solution identified. These considerations will assist in planning for the implementation of a project. The consensus of the Committee was to instruct the Controller to provide meeting materials via email for the Board and Standing Committees in advance of the meetings and surveyed regarding the considerations discussed. Board members will be advised that printed materials will continue to be provided at the meetings.

Dr. Sobie discussed three technology initiatives. The first is a fiber optic upgrade on the county complex. Discussion held regarding initiatives underway by the State. Also discussed was a request to utilize \$90,000 of the current Computer Fund, fund balance to replace the existing storage area network (SAN) mass storage device. Discussion held.

Commissioner Hosey moved to recommend a budget amendment for the replacement of the SAN to the Ways and Means Committee. Commissioner Hoffman seconded. Motion carried.

Dr. Sobie also requested the Committee consider a request to utilize an additional \$30,000 of the fund balance for the purchase of a software update for the telephone system. Discussion held.

Commissioner Hosey moved to recommend a budget amendment for the telephone system software update to the Ways and Means Committee. Commissioner Brunette seconded. Motion carried.

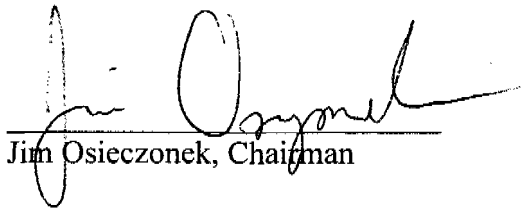
Also discussed was the current project to redesign the County's Website utilizing a lower cost solution anticipated launch is early March 2011.

A request by Friend of the Court for Information Systems to conduct an operational efficiency review and concerns associated with it, given the office utilizes a proprietary State system was also discussed.

The lack of a current equipment inventory in light of reduced staffing levels in some departments was also discussed as a concern for Information Systems. Elected officials have desired to retain excess equipment rather than make it available for use elsewhere in the County. The Controller will work with Information Systems and the elected officials to attempt to address this issue.

Commissioner Hosey moved to adjourn the meeting at 7:30 p.m. Commissioner Brunette seconded. Motion carried.

The next regular meeting of the Information Technology and Communication Committee will be held on Thursday, March 3, 2011 at 6:00 p.m. in Conference Room 101 of the Courthouse.



Jim Osieczonek, Chairman

Information Technology Committee:

"Paperless" Commission Meeting Project

Purpose:

To provide access for Board members to information and meeting materials, electronically.

Definitions, needing to be addressed to define scope and determine appropriate solution:

Access – On-demand? (via email, or other format?)

Limited to Board and Committee Rms?

Information - Agendas, Minutes and Meeting Materials?

Options sought for information (i.e., viewing, editing, creating, printing or some combination of these options)

Additional Information (If so, needs to be identified) Options sought for this information.

Next Steps:

Refine purpose through discussion with Committee and Commission

Clarify definitions necessary to determine appropriate solution

Recommendation:

Identify solution

Incorporate into 2011/2012 budget development