

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

WEDNESDAY, JANUARY 13, 2021

4:00 P.M.

MINUTES

MEMBERS PRESENT: Commissioners Wayne Ridge, Dairus Reynnet, Brian Droscha, Brandon Haskell, Brian Lautzenheiser, Mark Mudry and Barbara Rogers

ALSO PRESENT: Commissioner Jeremy Whittum, Jeff Parshall, Ryan Wilkinson and John Fuentes

The Information Technology and Communication Committee met in virtual session on January 13, 2021 as permitted by PA 228 of 2020. The members made an announcement of the location from which they are attending remotely as follows:

Commissioner Ridge, their residence in the City of Charlotte, Eaton County, MI
Commissioner Reynnet, their residence in the Village of Dimondale, Eaton County, MI
Commissioner Lautzenheiser, their residence in the City of Charlotte, Eaton County, MI
Commissioner Droscha, their residence in Eaton Township, Eaton County, MI
Commissioner Rogers, their residence in Hamlin Township, Eaton County, MI
Commissioner Haskell, their residence in Delta Township, Eaton County, MI
Commissioner Mudry, their residence in Delta Township, Eaton County, MI

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

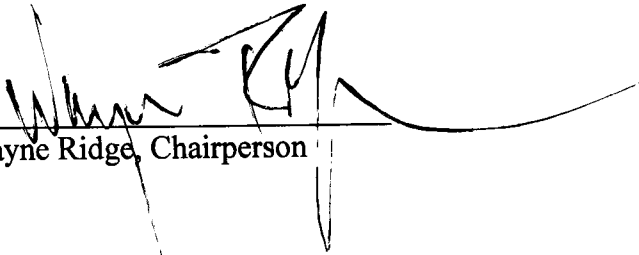
Commissioner Lautzenheiser moved to approve the agenda, as presented. Commissioner Rogers seconded. Motion carried by unanimous roll call.

Technology Services Director, Jeff Parshall, provided an overview of the projects in process, scheduled and planned for Fiscal Year 2021. Discussion held.

Emergency Manager, Ryan Wilkinson, provided an update on the documentation and development of the Continuity of Operations Plan. Discussion held. The pandemic has resulted in the County increasing its capacity for employees to work remotely and off-site. Other aspects of the plan to provide for continuity such as locations for extended alternative operating sites for continuity in other emergency situations are under development. Discussion held.

Chairperson Ridge adjourned the meeting at 4:45 p.m.

The next regularly scheduled meeting of the Information Technology and Communication Committee will be held on Wednesday, February 3, 2021 at 4:00 p.m.



Wayne Ridge, Chairperson

Project Summary update for January 2021

Information Technology & Communications Committee meeting

Office 365 finalization for County and Health Department (email and Office product applications (word, excel, power point, etc.)

Log360 SEIM implementation for FOC/IRS/LEIN audit certification

District Court Courtroom technology updates

Cisco Switch DNA implementation

Health Department Vaccination site technology implementation (Eaton & Barry)

Health Department Volunteer group technology setup

Radio system connectivity for Rumsey Tower

Radio system connectivity for all Fire Stations

Remote User device replacement

COOP Plan setup

Disaster Recovery Plan

Rumsey Tower HVAC and alarm system update

Sheriff Department Door Controller system upgrade

Sheriff Department Jail Security & Video Management solution upgrade

Youth Facility Security & Video Management solution upgrade

Remote User LEIN/MiCSES/Judicial Data Warehouse access

Prosecutor's ECU office move

Public Defender's Office move

Fiber Optic cabling upgrade for 911 building

Fiber Optic cabling upgrade from 551 building to Health Department

Fiber Optic cabling upgrade from 911 building to Courthouse

Adobe Acrobat replacement with Kofax Power PDF

Drop Box enterprise account implementation

Vital Stat System conversion to Kofile

Campaign Finance System conversion

Aerial Imagery implementation

Remote Worker Equipment Distribution Report

Eaton County Remote Workers

| Dept | New Laptops | Used Existing Device | Total Device used Remotely | Mifi | Soft Phone | Permanent |
|--|-------------|----------------------|----------------------------|-----------|------------|-----------|
| Sheriff Dept | 28 | 18 | 46 | 1 | 15 | 10 |
| Additional for Corrections Dept - 4 iPads, 2 laptops, 2 Chrome Books | | | | | | |
| Does not include any MCT laptops or iPads | | | | | | |
| Central Dispatch | 0 | 4 | 4 | 1 | 4 | 2 |
| Community Development | 1 | 2 | 3 | 0 | 2 | 2 |
| Courts | 50 | 11 | 61 | 9 | 61 | 25 |
| Includes FOC, Circuit, District, DC Prob, Probate, Juvenile, Juv Prob, Comm Corr, Youth Facility | | | | | | |
| County Clerks | 1 | 2 | 3 | 0 | 3 | 1 |
| Includes Circuit Court Clerks | | | | | | |
| Controller's Office | 6 | 2 | 8 | 3 | 8 | 6 |
| Includes Emergency Mgmt | | | | | | |
| Equalization | 3 | 1 | 4 | 0 | 4 | 3 |
| Parks | 3 | 1 | 4 | 0 | 4 | 2 |
| Prosecutor Office | 14 | 7 | 21 | 5 | 21 | 11 |
| Register of Deeds | 1 | 0 | 1 | 0 | 1 | 1 |
| Resource Recovery | 2 | 1 | 3 | 0 | 3 | 2 |
| Technology Services | 3 | 7 | 10 | 0 | 10 | 0 |
| Treasurer Office | 2 | 2 | 4 | 0 | 4 | 0 |
| Totals for Eaton County | 114 | 58 | 172 | 19 | 140 | 65 |

Barry Eaton District Health Department Remote Workers

| Dept | New Laptops | Used Existing Device | Total Device used Remotely | Mifi | Soft Phone | Permanent |
|-------------------------------|-------------|----------------------|----------------------------|----------|------------|-----------|
| Eaton County HD | 10 | 32 | 42 | 0 | 42 | 40 |
| Barry County HD | 5 | 15 | 20 | 0 | 20 | 20 |
| Totals for Health Dept | 15 | 47 | 62 | 0 | 62 | 60 |