

**INFORMATION TECHNOLOGY AND COMMUNICATION  
COMMITTEE MEETING**

**WEDNESDAY, MAY 3, 2023**

**4:00 P.M.**

**MINUTES**

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**MEMBERS PRESENT:** Commissioners Brian Droscha, Barbara Rogers, Frank Holmes, Jacob Toomey, Brandon Haskell, Mark Mudry and Scott Hansen.

**ALSO PRESENT:** Commissioners Mott, Eric Daley, Nathan Nighbert, Claudine Williams, Doug Lloyd, Robert Robinson, Ryan Wilkinson, Controller/Administrator Connie Sobie, and Elizabeth Walby.

The May 3, 2023 regular meeting of the Information Technology and Communication Committee was called to order at 4:00 p.m. by Chairperson Droscha.

The Pledge of Allegiance was given by all.

Commissioner Rogers moved the approval of the agenda. Commissioner Haskell seconded. Carried unanimously.

Commissioner Toomey moved the approval of the April 5, 2023 meeting minutes. Commissioner Haskell seconded. Motion carried unanimously.

There was no public comment.

Director Eric Daley discussed a change to the County's Incident Response Plan to update the County's insurance provider point of contact and update a current vendor's business name change from Access Interactive to People Driven Technologies. Commissioner Haskell moved to approve the updated changes as recommended. Commissioner Toomey seconded. Motion carried unanimously.

Director Daley presented guidelines related to MMRMA Risk Avoidance Program and Certification and Accreditation Program for the County and discussed the opportunity for grant funds to provide loss exposure risk assistance through equipment or training grants that generally require a County funding match of fifty percent. Mr. Daley indicated Technology Services will work to apply for grant funds such as increased storage for dash camera and body worn camera video for the County's network, and digital security cameras in data center closets. Discussion held.

Controller/Administrator Sobie presented information discussed at the Executive Team meeting regarding improving the County's branding and identity as a county-wide project to multiple updates. Ms. Sobie discussed changes that would move Eaton County forward into a more modern vision for the County and consistency throughout the County. Ms. Sobie indicated the Executive Team would continue to work together to provide ideas for future discussion. Deputy Director Nathan Nighbert spoke regarding the differences between offices related to letterhead, business cards, envelopes, webpage branding and other items. Mr. Nighbert discussed the County seal and flag and provided a brief history. Mr. Nighbert also discussed the County

website and the updates that would include a rebranding of the County and improvements to the ease of use of the webpages and services. Ms. Sobie discussed changes that would move Eaton County forward into a more cohesive vision for the County. Discussion held.

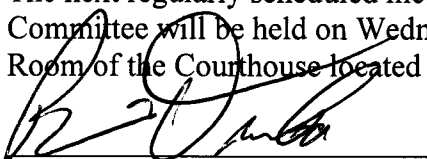
Ms. Sobie presented a request for a Communication Director position to provide a means for communications internally and externally and provided examples related to the American Rescue Plan Act appropriations, broadband initiatives, Parks Millage, township and city communications, and internal communications. Human Resources Director Ben Dawson discussed the use of a Communication Director and the types of communications that should be coordinated through professional communications. Treasurer Robert Robinson spoke in support for a Communications position in Eaton County and the needs that exist to provide direct communication from the County and cited several examples within the Treasurer's Office and countywide. Prosecutor Doug Lloyd spoke in support for a communications position and noted the importance of a position to assist offices with press releases and consistent County messages related to its operations. Emergency Manager Ryan Wilkinson spoke in support for the position in terms of a risk and crisis communicator for County operations and countywide emergencies, noting risk and crisis communication is a top priority nationwide in the emergency management field. Ms. Sobie discussed the classification of the position job description and Mr. Dawson addressed the experience necessary for a director level position. Discussion held. Chairman Haskell moved to recommend the addition of a Communications Director to the Ways and Means Committee for consideration. Commissioner Toomey seconded. Motion carried unanimously.

Mr. Daley provided a brief update of the technology projects and noted the budget will be presented at the next meeting.

There was no public comment.

Chairperson Droscha adjourned the meeting at 4:51 p.m.

The next regularly scheduled meeting of the Information Technology & Communication Committee will be held on Wednesday, June 7, 2023 at 4:00 p.m., in the Board of Commissioner Room of the Courthouse located at 1045 Independence Blvd, Charlotte, MI 48813.

  
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Brian Droscha, Chairperson