

Information Technology Committee

December 19, 2013

Sheriff's Department Training Room

Call Meeting to Order: Bizer called the meeting to order at 10:13 A.M.

Members Present: Thiede; Bizer; Hansen; Poehnelt; Ewan.

Members Absent: None.

Other Attendees: Melissa Seavers, IT; Jen Strama, IT

Approve Minutes: Thiede moved to approve the minutes of the August 29, 2013 meeting. Seconded by Hansen. All Ayes. Motion Carried.

Approve Agenda: Ewan moved to approve the agenda with 5 items; Poehnelt seconded. All Ayes. Motion Carried.

TC Switches: Seavers did a walk through with RMM on 12/18 to view the current switches. They are outdated and should be replaced. Seavers asked the committee for approval to complete the switch upgrade with 2013 / 2014 budget dollars. A portion will be paid with 2013 carry-over and the remaining with the 2014 budget. Ewan made a motion to approve the switch upgrades; Thiede seconded. All Ayes.

IT Update:

- Firewall support will be ending in 2014. RMM is working on a quote to get that replaced.
- The new LandShark server and Lighthouse / LandLink upgrade are complete.
- The Exchange 2013 project has been completed.
- The Video Conferencing project is complete.
- We have been asked by the Sheriff's Department to start learning their Spillman system and assume some of the System Administrator duties as it has become too much for one person.

Adjournment: Chairperson Bizer adjourned the meeting adjourned at 11:00 A.M.

Information Technology Committee

August 29, 2013

Sheriff's Department Training Room

Call Meeting to Order: Bizer called the meeting to order at 9:30 A.M.

Members Present: Attending Members, Bizer; Hansen; Ewan.

Members Absent: Poehnelt

Other Attendees: Melissa Seavers, IT; Jen Strama, IT;

Approve Minutes: Hansen moved to approve the minutes of the April 22, 2013 meeting. Seconded by Ewan. Ayes/Nays

Approve Agenda: Ewan moved to approve the agenda with 5 items; Hansen seconded. Ayes/Nays

2014 Budget Approval: Hansen moved to approve the 2014 IT Budget of \$126,870; Thiede seconded. All Ayes. Motion Carried.

IT Update:

- Seavers stated she was able to save some money by changing anti-virus and hosting providers. Both changes have been implemented.
- The new Landshark server is in the process of being installed. Trimin is working to get Landlink & Lighthouse up and working on that server.
- The Video Conferencing project is just getting started. Dream Theaters & RMM Solutions are doing the installation and integration of equipment. There will be a mobile unit that can be used anywhere there is a network drop available.
- Seavers will be trying to get the Exchange 2013 upgrade done yet this year.
- Strama took care of the most recent technology auction and brought in \$940.
- Leon did some database programming work for the city of Medford bringing in \$3800.
- Seavers is still waiting on DB Wireless to provide a wireless connection between City Hall and the Courthouse.
- Taylor County now has a FB page hoping to reach more people regarding the auctions and vehicles that are up for bid.
- One side of the dispatch remodel is completed. The rest will be finished in September.

Adjournment: With no further business, Hansen made a motion to adjourn the meeting; Ewan seconded. The meeting was adjourned at 9:53 A.M.

Information Technology Committee

April 22, 2013

Sheriff's Department Training Room

Call Meeting to Order: Bizer called the meeting to order at 10 A.M.

Members Present: Attending Members, Bizer; Poehnelt; Hansen; Ewan.

Members Absent:

Other Attendees: Melissa Seavers, IT; Jen Strama, IT;

Approve Minutes: Hansen moved to approve the minutes of the February 22, 2013 meeting. Seconded by Thiede. Ayes/Nays

Approve Agenda: Ewan moved to approve the agenda with 5 items; Poehnelt seconded. Ayes/Nays

2012 Remaining Budget Transfer:

- Both AS400 line items will be carried over to ensure the price of a new system is covered when IBM tells us we have to upgrade. ROD, Payroll and Financials are the remaining departments on the AS400. Trimin is in the process of working to get ROD ready for migration, but there is no set completion date at this time. Payroll and Financials will be the last to go and this will involve a new windows-based package as well.
- The remaining Phone line item will be transferred to the same line for 2013. The new phone system was not active for the entire 2012 budget so Seavers felt moving the remaining monies to the same line was a good idea being that this will be the first full year of phone bills coming out of the IT budget only. The remaining carry over from 2012 will be put in the Software & Hardware line items to prepare for an Exchange upgrade. Taylor County usually skips one version. We are on 2007, have skipped 2010 and are ready to look at moving to 2013. Ewan made a motion to approve the transfers and Exchange upgrade. Hansen seconded. Ayes/Nays

IT Update:

- IT phones have been received and Seavers reported they are getting used quite often.
- RSA server & Net Motion are installed and working great. It was an adjustment at first but officers like that they don't have to authenticate every time they lose coverage.
- Seavers switched web hosting companies in order to save \$700 in annual charges. In addition, Melissa and Jen are working hard to move the current content to a more responsive website for Taylor County.
- Forestry received their new Trimble device and seem to be happy with it and all of the additional functionality it offers.
- Seavers reported that the Judge has been looking at upgrading the Video Conferencing equipment. The current system is 13 years old and is not setup to use IP dialing. Video conferencing offers a savings in that it reduces the need for so many transports in the Sheriff's Department. Seavers will keep the committee updated on this project.
- Leon is creating some databases for the City of Medford. They will be paying the County for all of his time.

Next Committee Meeting: The next meeting of the Committee Name has been scheduled for Thursday, May 23 at 9 A.M.

Adjournment: Ewan made a motion to adjourn the meeting; Thiede seconded. The meeting was adjourned at 10:45 A.M.

Information Technology Committee

February 22, 2013

Sheriff's Department Training Room

Call Meeting to Order: Bizer called the meeting to order at 10 A.M.

Members Present: Attending Members; Bizer; Poehnelt; Ewan.

Members Absent: Hansen.

Other Attendees: Melissa Seavers, IT; Jen Strama, IT;

Approve Minutes: Ewan moved to approve the minutes of the November 15, 2012 meeting with the correction of the next meeting date change and the internet speed will be 10x faster than our current speed. Seconded by Poehnelt. Ayes/Nays

Approve Agenda: Thiede moved to approve the agenda with 6 items; Poehnelt seconded. Ayes/Nays

TDS Internet: Anne Burghaus with the Child Support Department stopped to thank the IT Committee for providing the TDS internet to the county employees. She wanted to let the committee know that they have not had any issues since the new internet was put in place. Seavers reported the switch over went well and there have been no complaints.

IT Phones: It was requested that Seavers and Strama have county cell phones identical to the Sheriff's Department for testing, configuration and availability to be reached at all times with the implementation of the new law enforcement system. Bizer stated he had no problem providing cell phones and feels they are needed for the day-to-day job duties. Due to the recent Spillman installation, iPad deployments and VPN connections for the Sheriff's Department, Bruce Daniels feels the phones are now needed for the IT Department. Hansen spoke with Seavers prior to the meeting and was supported the two phones. Ewan made a motion to provide cell phones for Seavers and Strama. Thiede seconded. Ayes/Nays

IT Update:

- Spillman is live. Officers can now see what is going on with calls from their squad cars and find it to be helpful.
- Net Motion is ordered and will be installed in the squad cars to keep VPN's connected at all times.
- The State is requiring RSA tokens to help secure the information. An RSA server will be built to meet the state requirements.
- The City of Medford is waiting for us to do some work for them and they've been understanding with the department being busy during the communications upgrade.
- Melissa noted the Forestry Committee will need to replace their Trimble device. The current one is not compatible with Windows 7 and the IT Department is working to move everyone off of the Windows XP OS.

Next Committee Meeting: The next meeting of the Committee Name has been scheduled for Friday, March 22 at 10 A.M.

Adjournment: With no further business, Bizer adjourned the meeting with no objections. The meeting was adjourned at 10:40 A.M.