



FOXCOMM EXECUTIVE COMMITTEE

May 26, 2015 – 1:30 p.m.

Location: Outagamie County Courthouse
Meeting Room #3

MINUTES

Executive Committee Members

Tom Pynaker, Chair*	P
Howard Mezera, Vice-Chair*	P
Calumet County	
Mark Ott	P
Outagamie County	
Brad Gehring	P
Winnebago County	
Patty Francour	P
John Matz	P

FoxComm Staff	
Tony Lodel	P
Recording Secretary	
Melissa Buman	P
Guests	

1. Call Meeting to Order: The meeting was called to order at 1:30 p.m.
2. Roll Call – Determine if a Quorum of members is present: Quorum was met.
3. Consent Agenda Items: Mezera/Matz made a motion to approve the Consent Agenda. Motion carried. The Consent Agenda included the following Items:
 - a. Approval of the Agenda
 - b. Approval of the Minutes of the March 31, 2015 Meeting
4. Action Items:
 - a. Accept Nominations for FoxComm FAB and FEC Vice-Chair Position and Take Action: Gehring/Matz nominated Patty Francour. Francour accepted the nomination. Motion carried.
 - b. Data Normalization Quote: Lodel stated that pricing was included in the meeting packet. He added that the group was looking for different queries that would address the concerns, and data normalization was needed. He stated that he was looking for approval to purchase this item with contingency funds. FoxComm's Corporation Counsel had not reviewed the quote yet, but Lodel stated that he would forward it to Bodnar. Lodel stated that he would also work with Motorola to receive better definitions for some of the items mentioned in the quote. Lodel received the approval of FEC, and this item will be presented for final approval at the next FAB meeting.
5. Discussion Items:
 - a. Motorola Premier One Update: Lodel stated that everything on the no cost change order had been addressed, but he had not signed it yet. Motorola was on site the week of April 20 to complete hardware installs, but

all tasks were not completed. During the hardware upgrade, it was discovered that there was no replication taking place, and no alerts. This has since been fixed. The hardware upgrade was completed during the week of May 4. Memory was allocated, and it was discovered that they did not have the correct hard drives. Everything is currently working as designed, but Lodel is waiting for the right hard drives. SSRS training was provided by Motorola the week of April 27. County staff felt that this training had been very beneficial. Motorola was onsite on May 26 performing the CU5F upgrade. If all goes well, the next upgrade take place in October. He was currently working with Motorola on data retention and data conversion. Another DR fail-over would also take place after the upgrade, and a routine schedule will be established for the future. Lodel informed the group that Calumet County had a planned power outage over the upcoming weekend, but FoxComm should not be affected. Lodel confirmed that RMS should be a FoxComm initiative, and this item will be discussed further at the FAB level.

- b. Agency Network Connectivity: Lodel stated that a meeting took place with Oneida to discuss the bandwidth issues. Oneida was using a T1 and it was not fast enough for the new P1 system. The solution would be to install a microwave system at a cost of about \$200,000. There would be costs involved to FoxComm, as the routers are FoxComm's. Oneida will need routers and switches, etc. to connect back into FoxComm. Lodel stated that he would need to discuss further with Oneida IT staff; Lodel added he would have a hard time trying to manage this equipment. He was considering creating a contract that would allow full access and rights. Heartland staff would have to program the switch to talk to the FoxComm switches. The backup would be the VPN they currently were on, it would just be slow. Annual maintenance would be about \$1,000.

6. Reports:

- a. Application Technical Coordinator's Report: The ATC report was provided in item #5A. He added that Brown County did not choose P1 for their new system. He was still working on the FoxComm policies that had been presented at the last meeting.
 - b. Budget Report: Lodel stated that there was nothing out of the ordinary in the 2015 budget, but as mentioned previously, he would like to receive approval from FAB to pay for the data normalization out of contingency funds.
7. Determine the date/time/location of the next FoxComm Executive Committee meeting: The next meeting will be held on June 30th at 1:30 p.m. in Meeting Room #1.
8. Adjourn: Mezera/Matz made a motion to adjourn the meeting. Motion carried. The meeting adjourned at 2:05 p.m.

FoxComm Executive Committee
Meeting Minutes
May 26, 2015

Respectfully submitted,

Melissa Buman

Records Management/Administrative Services Supervisor
Outagamie County MIS Department