FOXCOMM FAB MEETING
3/3/2015
Outagamie County Courthouse
410 S. Walnut Street, Appleton WI

MINUTES

Fiscal Advisory Board Members	
Tom Pynaker, Chair*	P
Howard Mezera, Vice-Chair*	P
Calumet County	
Peter Stier	P
Mark Ott	P
Outagamie County	
Brad Gehring	P
Katrin Patience	P
Winnebago County	
Patty Francour	P
John Matz	P
Kenn Olson	P

FoxComm Staff Members	
Tony Lodel	P
Recording Secretary	
Melissa Buman	P
Guests	
Rob Mertins – UTC Chair	P

1. Call to Order: The meeting was called to order at 1:31 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 February 3, 2015 FAB Meeting

4. Action Items:

    a. Review and Take Action on any items that have been removed from the Consent Agenda: N/A

5. Discussion Items:

    a. Partnership: Pynaker stated that he had met with Brown County's IT Director. He wanted FoxComm to know that the offer presented was great, but the communication costs would be close to a million dollars. They were still looking at opportunities as part of their RFP process, and it was felt that a decision would not be made for another month.

    b. Motorola Premier One: Lodel stated that the next upgrade to version 3.3.1 CU 5 was planned for mid to late April. This update would resolve many of the current issues. He then provided a summary of the items on Motorola's action list. The first three items on that list were completed. He added that the action item list was available on the FoxComm website. Lodel informed the group that there was currently a no-cost change order. He stated he would ask for a report from Motorola upon completion of all of the items listed in

the change order. Lodel informed the group that training sessions had taken place for the all-in-one installer the week of February 9 and the counties were pleased with this training. Judi Norch had been available onsite as well and again, the counties were very pleased with her assistance. Open items on the action list included the Motorola team onsite to review a roadmap for future releases and discussion/training regarding best practices. Regarding the multiple paging issue with Hiplink, Lodel reported that Motorola had admitted that they did not a have a resolution; however, there was an add-on to the Hiplink product that Motorola would include in the no-cost change order. FoxComm would purchase the add-on at a cost of $5,600, but this dollar amount would be subtracted from the final payment due to Motorola.   Lodel reported that this item still needed to be tested, and he planned to test in the next two weeks. Regarding data conversion, a meeting had taken place on February 13. The group's concerns had been shared at this meeting. Lodel added that currently, the production environment could not be copied to the test environment. The upgrade from ProQA to Paramount would take place after the upgrade to CU5. A discussion followed regarding issues other Motorola customers were having with the product.   Many of the issues were connectivity related. Lodel stated that the group still held a weekly conference call with Motorola. Currently, there were 120 open tickets. The onsite assistance from Judi Norch had helped to resolve many issues, and these items would be updated soon.

c. <u>FoxComm Budget Items for 2016</u>: Lodel reported that overall, the budget numbers were lower than the 2015 budget, mostly due to hardware. He added that the document that was distributed was his first draft. Gehring asked to see a budget to actual report from 2014, as the distributed report only included the budgeted amounts for 2016. Lodel informed the group that there were no rollover funds – the counties were only billed for actual expenses. Lodel stated that GIS staff had asked for a few items, and he still needed to talk with FoxComm's hardware vendor for his recommendations. Gehring asked that an asterisk be used for the GIS items in the budget draft to be presented at the next meeting.   Regarding CIP items, Lodel had added the new hardware for the 2017 budget. A discussion followed regarding the effective date for the servers, end of life for their support and possible third party options. Lodel stated that he would check into additional third party options. Motorola's version 3.4 of Premier One would require the new servers. In the future, every five years, he would need to budget for servers and licensing. An updated draft of the budget would be discussed at the next meeting. The final budget draft would be approved at the May meeting.

6. <u>Reports</u>:

a. <u>User Technical Committee Report (UTC Chair)</u>: Mertins stated that UTC met on January 26, and the group had discussed many of the items Lodel had reported in his P1 update. Three policies were discussed – the all-in-one deployment tool, the software and

hardware maintenance policy, and the memorandum of understanding between the county and agencies.   All three will go back to the I.T. Workgroup to discuss in detail at their March 10 meeting.   Mertins stated that the group was moving forward with data conversion; they were waiting for Motorola to provide a scale of what could be performed.   Two new agencies joined FoxComm in Outagamie County and they hadn't signed an agreement. In addition, instead of having each county create their own MOU, it was suggested that the FoxComm legal counsel approve one document on behalf of FoxComm that would be used by all three counties.

b. <u>Management Information Coordinator's Report (Lodel)</u>: Lodel added that he needed to replace some of the routers at Calumet County and Winnebago County. His support technician would be assisting him with this at the end of the month. Lodel asked for approval to sign the no-cost change order, but this item was not listed on the agenda, so this item will be added to the next agenda.

c. <u>FoxComm EOM Budget Status Report (Lodel)</u>: Lodel stated that he did go over budget for mileage due to all of the issues with P1; however, the amount of overage was small.

7. <u>Determine the Date/Time/Location of the next Fiscal Advisory Board Meeting</u>: The next meeting will be held on April 7 at 1:30 p.m. in the Outagamie County Board Room

8. <u>Adjourn</u>: Francour/Matz made a motion to adjourn the meeting. <u>Motion carried</u>. The meeting adjourned at 2:20 p.m.

Respectfully submitted,

Melissa Buman
Records Management/Administrative Services Supervisor
Outagamie County MIS Department