

## APPROVED Information Systems Committee Meeting Minutes

Date/Time: January 20, 2014 at 6:30 PM

Location: County Administration Building  
112 Otter Street, Oshkosh  
1<sup>st</sup> Floor Meeting Room

Present: Committee Members:  
Larry Smith, Chair  
Guy Hegg, Vice Chair  
Ron Hardy, Secretary  
Harold Singstock, Member  
Andy Turner, Member  
Patty Francour, IT Dept. Head  
Mike Norton  
Mark Habeck, staff

Agenda Item #1: **Call to Order**

- The meeting was called to order at 6:30 PM by Chairman Smith

Agenda Item #2: **Approve Agenda**

- Moved Hegg and 2<sup>nd</sup> Turner to approve the agenda. Carried by 5-0 voice vote.

Agenda Item #3: **Public Comments**

- Mike Norton distributed an email soliciting a webinar regarding how iPads can help meeting management and voting.

Agenda Item #4: **Approve minutes of November 2013 meeting**

- Moved Hardy and 2<sup>nd</sup> Hegg to approve the November 18, 2013 meeting minutes. Carried by 5-0 voice vote.

Agenda Item #5: **Approve a multi year contract with AT&T regarding our primes and T-1 lines**

- This is renewing our dial-tone phone service with AT&T. It is at state contract pricing, and they found no vendor that could beat the price. The cost is the same or less than last year. It has to go to P&F and the board for approval.
- Committee discussed the contract. Committee asked that these proposals be forwarded to the committee members in advance of the meeting in the future.
- Moved Hardy, Singstock 2<sup>nd</sup>, to approve. Passed 4-1 (Hegg nay)

Agenda Item #6: **Update on the request to have Patty Francour work with Chuck Orenstein on a process of IT Capital Projects**

- Francour passed out a document that outlines the process she and Orenstein established for approving technology replacement fund projects.

Agenda Item #7: **Summary of Kronos Scheduling Software Implementation to date**

- Francour reported that it is still on schedule, everyone is live except Parkview Nursing staff. They were going to be live Feb 1, but that is being pushed back because everyone is working on cleaning up the 'end of year' problems. At this point, IS and Parkview are waiting for HR to provide the necessary input to finish the project.

Agenda Item #8: **Information Systems Director's Report**

- Francour reported that there is an April deadline for our XP operating system that will require replacing almost 25% of the computers.
- IS is working through some problems with the voice mail system due to having the two systems running simultaneously.
- The phone system replacement will begin as soon as they are done with the voice mail component. The total project will take two years.
- Luna project is ongoing, and the planning and zoning software project is ongoing.

Agenda Item #9: **Subjects and time of next meeting**

- Next scheduled meeting will be the third Monday of the Month: February 17, at 6:30 PM.
- Possible agenda items include: Kronos update, IS Committee goals, future meeting topic revisiting paperless county board.

Agenda Item #9: **Adjourn**

- Hegg moved to adjourn, Hardy 2<sup>nd</sup> carried 5-0 voice vote. Meeting adjourned at 7:30 PM

Respectfully Submitted by;

Ron Hardy, Secretary.

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Larry Smith, Chairman