

**Winnebago County Information Systems Committee Meeting Minutes
Monday, April 20 2015**

Attendance: Committee—Chairman Smith, Vice Chair Hardy, Supervisor Youngquist, Supervisor Turner, Supervisor Kiel, Citizen Member Brennand
IS Director Francour

Public: County Board Chairman Albrecht, Supervisor Norton, Supervisor Keller

1. Call to order—6:35
2. Approve agenda—MSC Kiel/Turner all voting aye
3. Public comments—None (Chairman Smith moved tablet device discussion to item 5)
4. Approve March Minutes—MSC Brennand/Hardy all voting aye
5. Discuss tablet discussion
 - a. County Board Chair Albrecht asked IS Director Francour recommendation of model. Francour recommended iPad.
 - b. Ownership to remain with County
 - c. Software considerations
 - i. Committee discussed word processing, presentation, PDF, and other applications.
 - ii. Committee agreed that availability of free apps would serve County Board business sufficiently.
 - d. Training plan draft—developed Supervisor Keller
 - i. Committee supported the document
 - ii. Core of IS staff trainers and fellow county board supervisor volunteers to offer side-by-side training
 - e. Roll out plan—Three waves of 12 supervisors each.
6. IS Director
 - a. Fiber upgrade project continues per the original plan.
 - b. Microsoft Office upgrade continues. Licensing fees approaching a consistent level.
 - c. Human Services (Luna) software written in-house by staff. This initiative had been a response to substandard expensive commercial software. Final data conversion and testing imminent. Current service contract expires at the end of the year. Cost savings projected.
 - d. Personnel and Finance Dept. talking to other counties about budgeting e.g. biannual cell-phone refresh expenses. Difficult to project the next contract cost. Looking to develop 2-3 year technology plans to better project future costs.
7. Next meeting topics
 - a. May 11, 2016 6:30PM Otter Street
8. Adjourn MSC Hardy/Turner all voting aye

Respectfully Submitted by Supervisor Kiel