



**FoxComm Executive Committee
Minutes
August 26, 2009**

Present: Brian Leonhardt, Patty Francour, Tom Pynaker, Howard Mezera, Karen Carlson, *John Bodnar, *Jim Nickel, *Andy Nicholson, *Shelly Nackers, Barb Bocik
(*Attended a portion of the meeting)

1. The meeting was called to order at 8:30AM.
2. Approve Agenda: Francour/Pynaker moved approval of the August 26, 2009 agenda. Motion passed unanimously.
3. Approval of Minutes from June 29, 2009 Meeting: Pynaker/Francour moved approval of the Minutes from the June 29, 2009 meeting. Motion passed unanimously.
4. Network Planning and Relocation Updates: Karen Carlson updated the committee on network planning and relocation. New routers have been installed and Point to Point Ethernet and fiber is up between Outagamie and Winnebago County. Appleton to Calumet link is not up yet, but should be up by this Friday. Karen advised that the first server can be moved on Friday and window servers next week and that Phase III will begin when this is done. Jim Nichols asked that if the schedule changes, all parties should be notified.
5. Administrative Policy Review and Determination of Approval Requirement:

Agreements need to be in place regarding third party access to system. Discussion was held regarding whether or not this needs to go before the board before each and every access is granted. A privacy/non-disclosure statement was discussed. This issue will be brought forward at the next Fiscal Advisory Board meeting.

6. Termination Agreement/Addendum – Forwarded from Brown County Board Corporation Counsel: A copy of the Termination Agreement was handed out to all parties. The original Agreement was approved by the FoxComm Fiscal Advisory Board and then Brown County asked for an Addendum. The FoxComm Fiscal Advisory Board decided not to approve the Addendum. Brown County's County Board attorney has become engaged and the result incorporated some changes into the Termination Agreement. The original agreement has only been changed with regard to the last two paragraphs.

MOTION: Pynaker/Francour moved that FoxComm Executive Committee take the new Termination Agreement to the FoxComm Fiscal Advisory Board. Motion passed unanimously.

7. Configuration File Extraction and Incident File Extraction Request for Approval – Forwarded from Jim Nickel, Brown County:

Jim Nickel presents Motorola's plan to the committee. Jim Nickel asks the committee to review and sign the new Agreement, but notes that if there are concerns about the document; Jim asks that a conference call be established prior to next week's FoxComm Fiscal Advisory Board

meeting to discuss the concerns. The committee discussed how the data will remain even if the identifier is wiped out. The Agreement will be taken up at Fiscal Advisory Board and should be placed on the agenda. Discussion was held regarding the original intent of FoxComm and data sharing.

8. Organization Strategic Planning:

The Inter-Governmental Agreement (“IGA”) was discussed including planning, budgets and making sure all parties are on the same page. The committee discussed having a strategic review before each meeting. A new IGA will be drafted and will have to be ratified by the Boards. Karen is working towards having a 2010 IGA drafted by October, 2009 and she outlined the strategic planning process. The committee discussed including the UTC in the process and having them present a more clear definition on their goals.

Discussion was held regarding using Karen’s template and drafting a process to be reviewed by the committee. This draft will eventually be brought forth to the FoxComm Fiscal Advisory Board.

At the September FoxComm Executive Committee meeting, the committee will discuss key priorities, purpose and an adaptable structure as well as FoxComm’s mission and vision. Chairman Leonhardt discussed his definition of “vision” being a utopian state that the organization strives to achieve but never does as well as “mission” which he defined as how the organization goes about achieving the vision. The committee discussed achieving the mission through values, cooperation, knowledge sharing, and having everyone “buy into” the shared vision.

The committee discussed the cost sharing plan and how that could also be reviewed for the new IGA. Karen will scan and distribute the original IGA to members of the committee as well as the planning documents.

The goal for the October meeting would be framework for strategic planning and discussion input into the process.

9. Adjourn: Pynaker/Francour moved to adjourn the meeting. Motion passed unanimously.

The meeting adjourned at 9:45 AM.

Respectfully submitted,

Barb Bocik

Executive Administrative Assistant
Outagamie County Executive’s Office