



FoxComm Executive Committee Minutes October 23, 2009

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

1. The meeting was called to order at 8:30AM.
2. Approve Agenda: Pynaker/Francour moved approval of the October 23, 2009 agenda. Motion passed unanimously.
3. Approval of Minutes from August 26, 2009 Meeting: Pynaker/Francour moved approval of the Minutes from the August 26, 2009 meeting. Motion passed unanimously.
4. Closed Session: Pynaker/Francour moved to convene in closed session. Roll Call vote: Pynaker-aye, Francour-aye, Leonhardt-aye. Motion passed unanimously.
5. Closed Session: Pynaker/Francour Motion to reconvene in open session. Motion passed unanimously.
6. Draft Intergovernmental Agreement Review: Karen updated the committee regarding discussions on points to change in the Intergovernmental Agreement and handed out a document entitled "Proposed Amendments for FoxComm Agreement and Resolution of Disputes". John Bodner reviewed and explained the recommendations included in this document to the committee and advised that the document was the result of meetings he had with Joe Guidote and Pam Captain. Discussion was held regarding having a less than full membership (or an "Associate Membership") for other counties. Karen discussed bringing a draft of the Intergovernmental Agreement to the Fiscal Advisory Board. The committee discussed that the current Intergovernmental Agreement would still be in force even after Brown County leaves FoxComm.
7. Draft Oneida Agreement: Karen handed out the Memorandum of Understanding with the Oneida Nation. CAD to CAD interface option is still being reviewed. Karen does have some answers to the following questions:
 - How are ongoing costs determined? Ongoing costs would be determined as a percentage of the sale. The standard percentage is 18% borne by whoever is the purchaser of the CAD to CAD interface.
 - How is the system affected when there are different CAD releases? There should be no issues because Brown is on the same version as FoxComm.
 - What happens when one side of interface is not working properly? We have to work through the issues.
 - What will happen when we change to DOT.net version of CAD system? We will have to work through the issues.
 - Who is responsible for changes to interface if something should occur? We will have to work through the issues. This is a question for project management. If there are any problems, the system could quickly be turned off.

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- Karen inquired as to the Operational Guide to Interface and how it functions and she was told that it is a work in progress.

The Committee authorizes Karen to keep moving forward on the draft.

8. Closed Session: Francour/Pynaker moved to convene in closed session. Roll Call vote: Francour-aye, Pynaker-aye, Leonhardt-aye. Motion passed unanimously.
9. Closed Session: Francour/Pynaker moved to reconvene in open session. Motion passed unanimously.
10. Next Steps in the Voice Communication System:
 - a. Consultant Procurement: Karen stated an RFP will be drafted soon. Karen hopes to have a draft by the November 5, 2009 meeting with ability to move on to finance in December.
 - b. Steering Committee Activity: All three county board presentations have been done and the committee will be meeting to define the common message moving forward. A few Town Associations and towns will still have presentations made to them. The committee will be meeting to discuss the common message, moving forward and next steps. Chairmen Leonhardt asked for a checklist to be provided to the various municipalities.
11. Organizational Strategic Planning: Karen discussed Strategic Planning at the last UTC meeting. An outside facilitator would be very helpful and Karen did put an email out to one individual. Members of UTC would like to be very participative early on in the process. UTC wants to have a joint meeting with FAB on November 5. Karen's opinion would be to wait until we are a little bit further on in the process and the chair of UTC is in agreement with that. UTC would like a clearer definition of their role in the process.
 - a. Process Review: How do we want to move the strategic planning forward? Chairman Leonhardt proposed that this be done in a more relaxed setting and noted that he is in favor of getting UTC involved as early as possible. Pynaker noted that he is in favor of utilizing an outside facilitator and using a representative from each county.
12. Next Meeting: to be determined
13. Adjourn: Pynaker/Francour moved to adjourn the meeting. Motion passed unanimously.

The meeting adjourned at 10:45 AM.

Respectfully submitted,

Barb Bocik

Executive Administrative Assistant
Outagamie County Executive's Office