Winnebago County Information Systems Committee Meeting Minutes
Wednesday, February 13, 2019

DATE: Wednesday, February 13, 2019

TIME: 5:00 p.m.

PLACE: Ground Level Conference Room (Rm 120)
        112 Otter Ave. Oshkosh, WI

PRESENT: Patrick Brennand
          Steve Lenz
          Lawrence Smith
          Stephanie Spellman
          Aaron Wojciechowski
          Rachel Youngquist

ALSO PRESENT: Patty Francour

Aaron Wojciechowski called the meeting to order at 5:00 p.m.

Public Comments
None

Lawrence Smith moved to approve the agenda, seconded by Steve Lenz. Carried 6-0.

Approval of the January meeting minutes will occur at next meeting time once the minutes have been published.

1. Discussion: Rules on Per Diem

Problem: Current process of paper and electronic forms and the Chair physically signing each document is inefficient and uses the time of many county resources including the Clerk's Office, HR, Finance, and IT.

Discussion is tabled until the next meeting when Sue will report out on how other counties handle expense reporting

2. Discussion: Rules on County Electronic Devices Usage

Discussion is tabled until next meeting when Sue will have an update on the electronic resource use policies of other counties, and Patty will report on if the Counties Association has rules created around the use of electronics

4. Discussion: Voting on iPads

Discussion is tabled until the next meeting when Sue can report out on information from the vendor, and Patty has more information about performing tests and piloting iPad voting with a small number of Supervisors

3. IS Director's Report
- CAD and records software is live
- The Human Services app is live
- Windows 7 is being eliminated on all machines
- In April 2021 the county will probably move to Microsoft Office 365, a cloud-based, subscription solution
- Design and wiring is being done for the landfill building remodeling and expansion
- Cybersecurity training is ongoing for county employees

4. Subjects and time of next meeting

- Exploring electronic submission of per diems
- Exploring voting on iPads
- Electronic resource use policies of other counties

The next meeting is scheduled for March 13, 2019 at 5:00 pm.

Submitted by
Stephanie Spellman