NAME OF COMMISSION,
BOARD OR COMMITTEE: INFORMATION SYSTEMS COMMITTEE
TIME OF MEETING   5:30 PM
DATE OF MEETING   Monday, March 1st, 2021
PLACE OF MEETING   Remote Zoom Meeting
                               Topic: IS Committee
In attendance: Chairperson Steve Lenz, Secretary Kevin Konrad, IS Director Patty
Francour, Patrick Brennand(left meeting at 6:00 PM), Supervisor Alyssa Reyes Bolante,
Supervisor Nicole Neuhoff
Guests: Supervisor Mike Norton, Supervisor Steve Binder

SUBJECT MATTER OF MEETING

1. Call to Order @ 5:32 PM
2. Agenda was approved without the minutes from Dec 2020. Motion Brennand, 2ⁿᵈ
Konrad. Carried unanimous.
3. Public comments
       a. None
5. Items for other supervisors/committees
    - Mike Norton captured a topic from the NACo conference. There are upcoming
      meetings that may be of interest:
        - Mar. 1-5, 2021 | Ransomware
            - Director Francour said the Cybersecurity Architect from
              Winnebago County is attending.
    - Last IS Committee meeting Supervisor Steve Binder brought up a topic that
      paralleled a topic that Supervisor Joel Rasmussen brought up in the board
      meeting, in regards to departments purchasing IT (Information Technology)
      equipment. Discussion was held on expenses and money already budgeted in
      2021. IT Director also explained how they recommend to County Departments
      on computer purchases. The recommendations are not mandates but most
      purchases are coordinated and approved through IT.
    - Microsoft contract expires in April. Generally a 3 year contract.
5. Review/Discussion: Letters from former IS Committee Chair
    - Recommendation on Voting Hardware
        - Chairperson Lenz shared an email from the last IS committee in reference
          to the voting "bricks" used by County Board Supervisors.
    - Recommendation on iPad Replacement Strategy

- Chairperson Lenz shared an email from the last IS committee in reference to the replacement strategy for the Ipads issued to County Board Supervisors. It recommended all Ipads be replaced in 2021. Three years after that 1/3 of the Ipads would then be replaced, Year four would be another 1/3, and Year 5 would be the final 1/3. After that the strategy would be to replace 1/3 every year so the technology would be replaced every three years.

6. Discussion/Draft Recommendation for IPad Replacement
   - Update on Budget question from Dec. meeting
     - $10,000 in 2021 for Ipad replacements. Unit cost is being prepared.
   - Create a rough draft for plan
     - Ipads may need charging during meetings if the meetings last more than 4 hours. Adequate power source needs to be available at each Supervisor's desk in the Board Room.
     - IT Director Francour said the lead time in purchasing Ipads will be the biggest delay in getting the replacement units.
     - Proposal to follow the proposal to replace all in 2021, and then 1/3 per year after that beginning in year 3.

7. IS Director's report – discussion of business since last meeting
   - 3 Open IS positions for various reasons. One will be filled in the near future with an identified person going through onboarding. Other positions will have interviews starting soon. These shortages have not caused a backlog that has inhibited County business.

8. Subjects and time of next meeting
   - Ipad costs and recommendations.
   - Establish a policy for Departments to get approval from IT before purchasing computers.
   - Staff/Wages/Titles for IS Department.
   - Time of next meeting scheduled for the last Monday of each month @ 7:00 AM (March 29, 2021)

9. Motion to adjourn the meeting at 7:03 PM by Konrad. 2nd by Bolante. Unanimous.