

Winnebago County Information Systems Committee Meeting Minutes

Wednesday, March 11, 2020

Date: Wednesday, March 11, 2020

TIME: 5:30 p.m.

PLACE: Winnebago County Administrative Building
112 Otter Ave, Oshkosh, WI 54901
Ground Level Training Room 118

PRESENT:

Supervisor Lawrence Smith
Supervisor Stephanie Spellman
Supervisor Aaron Wojciechowski
Supervisor Steve Lenz
Patrick Brennand
IT Director Patty Francour

Supervisor Rachel Youngquist was excused.

1. Call to Order

Vice Chairman Lenz called the meeting to order at 5:33 p.m.

2. Approve Agenda

Spellman moved to approve the agenda. Brennand seconded the motion. Carried 4-0

3. Public Comments

None

4. Approve minutes of last meeting

Lenz moved to approve the February committee meeting minutes with corrections. Smith seconded the motion. Carried 5-0

5. Multi-year contract with phone service

The US Cellular contract is refreshed every 2 years. It is approved by Corporation Council. The plan and pricing is comparable to previous years. Brennand moved to approve the contract. Lenz seconded the motion. Carried 5-0

6. Discussion: Letter to next IS Board

Recommendations and considerations - our priorities. Lenz expressed the need to put together a replacement plan because our devices are put at more risk with the increasing age of the technology. Pat. noted that fiber is aging, 20+ years old. Discuss a contingency plan if there is a failure. Patty said that she put \$300k in CIP for 2022 and 2023 to start a redundant loop in anticipation. She tracks where repairs are made for where portions have been replaced or repaired. Accessibility and universal design considerations for the future in terms of the county's website. Inclusivity with language.

7. IS Director's Report

- Covid-19 is a current hot topic. Departments started contacting IS Department to ask for laptops and VPN devices for employees to work remotely. Director Francour met with the County Executive concerning the county's contingency plan. She sent out an email to all department heads and listed considerations for department heads to think about when planning for the possibility of remote work. County Executive Harris put together a work group with representatives from various departments to look at the situation.
- The IS Department is fully staffed. A recent opening was filled internally by hiring a contract worker.
- The landfill remodel is complete.
- The Human Services building is in the process of connecting equipment.
- New fiber damage was reported. Upon investigation, it was discovered that mice had chewed through the cable. New cable was laid.
- The new Sherriff's Office IT employee is being trained by IS Department
- 4 small multi-year contracts - it only went to P&F and Finance Director wants it to go to full board. It's best to renew multi-year because it requires less work overall.

8. Subjects and Time of Next Meeting

The subject and time of the next meeting will be determined by the new 2020-2022 committee.

9. Adjourn

Smith moved to adjourn the meeting at 6:24 pm. Lenz seconded the motion. Carried 5-0.

Submitted by Stephanie Spellman