

Winnebago County Information Systems Committee Meeting Minutes

Wednesday, April 10, 2019

DATE: Wednesday, April 10, 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
Sue Ertmer
Julie Barthels

Call to Order

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

Approve Agenda

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

January meeting minutes were approved. Approval of the February meeting minutes will occur at next meeting.

Public Comments

None

1. Renew multi-year ATT contract for the County's primary phone service

A vote was taken to extend our current contract with AT&T until April 2020. Patrick moved to approve, Rachel seconded. Vote: 6-0

2. Discussion: Updates on rules on per diem project

Sue said most counties use paper copies unless board members are salaried.

Present at May 7 Special Orders meeting as discussion/possible action - committee will present to full board about inefficiencies with per diem process and propose this solution: HR, Finance, County Clerk, and County Board Chair met to come up with a more streamlined, centralized process to reduce errors and cut down on processing time

among departments. This is a small step towards having it be fully electronic. Three options to submit per diems:

1. Email
2. Mail
3. Bring it in in-person to the County Clerk's office

Consequences for not following the defined process will need to be determined.

4. Discussion: Updates on voting on iPads

Sue - vendor says that iPad and clicker voting can occur during the same meeting

Vendor can train/demo when asked but first there are several IT configuration steps to be completed

IS Committee can test

Sue will see if IS Committee can have demo on May 8 meeting in courthouse chambers

3. IS Director's Report

Public safety projects CAD, etc are on track

Human Services app is completely launched

Certifying public health records app

Eliminating Windows 7; locked down servers

2nd round of phishing testing; significant improvement in instances of attacks

IS is working with Finance to simplify the reporting of the technology replacement fund; budgeting variances are increasing because of nature of technological change such as many apps moving to subscriptions

Discount short notice renewals from vendors; we can't go through multi-year commitment without approval; in conversations with Finance to ask if there can be a pre-authorized ceiling for software purchases

4. Subjects and time of next meeting

- Per diem submission process
- Voting on iPads

The next meeting is scheduled for May 8, 2019 at 5:00 pm.

Submitted by
Stephanie Spellman