

Winnebago County Information Systems Committee Meeting Minutes
Wednesday, October 10, 2018

Attendance: Patrick Brennand, Patty Francour, Steve Lenz, Aaron Wojciechowski, Rachel Youngquist

Absent: Lawrence Smith

Public: None

1. **Call To Order** at 4:35 PM
2. **Approve Agenda:** MSC – Lenz / Brennand. All vote Aye
3. Public Comments: None
4. Approve Minutes of May, June and August Meetings: MSC – Lenz / Brennand. All vote aye
5. **Discussion: Rules on Per Diem**
 - a. Two individuals tried new email system for sending in per diems, but Chairman Ramos was not ready to make the change quite yet.
 - b. New system would reduce staff time as well as number of staff involved.
 - c. New system would reduce paper involved.
 - d. Committee to develop step by step process for both those individuals choosing to use paper as well as a process for individuals using the paperless process.
6. **Discussion: Rules on County Electronic Devices**
 - a. Life Cycle of Laptops
 - i. Patty met with Chairman Ramos to discuss a replacement process. Chairman Ramos is putting a couple replacement laptops in the budget, but not enough for a lifecycle plan to be in place.
 - ii. Current laptops were bought at same time and they will be obsolete at the same time. By having a life cycle plan in place, it would be cost effective. If a third were replace each year that would be approximately \$3,200 compared to needing to replace all 36 at the price of \$14,400.
 - iii. The security and updates will not be supported by Apple after the IOS 12.
 - b. Rules for County Electronic Devices
 - i. Instead of writing rules the committee discussed providing a fact sheet separated by what is legal/illegal and what is cyber security.
7. **Discussion: Voting on iPads**
 - a. The vendor is ready to use Roll Call in a co-mingle setting.
 - b. 2 laptops are involved to communicate with each other.
 - c. On October 16th the vendor will train Sue Ertmer and Chairman Ramos. If ready a few of the IS Committee members will use the app to test it.
8. **IS Director's Report – discussion on business since last meeting.**
 - a. Open Position for Help Desk – there was an external posting. 46 applicants and 8 interviews.
 - b. Public Safety
 - i. CAD is complete.
 - ii. LUNA – last module is going live by October 31st.
 - iii. Jail Software planned for May 2019.
 - c. Test OS Changes
 - d. Finalize 2018 purchases – IS Department buys equipment when there are resources to install items. This leads to a large amount of money to spend down at end of year but eliminates any items becoming obsolete before they are installed.
9. **Subjects and Time of Next Meeting.**
 - a. Discussion: Rules on Per Diem
 - b. Discussion: Rules on County Electronic Devices
 - c. Discussion: Voting on iPads
 - d. Next Meeting Time: Wednesday, November 14, 2018 at 4:30 PM.
Location: Winnebago County Administration Building (112 Otter Ave, Oshkosh WI 54901)
10. **Adjourn** at 5:42 PM MSC – Brennand / Lenz