

Winnebago County Information Systems Committee Meeting Minutes

Wednesday, December 4, 2019

Date: Wednesday, December 4, 2019

Time: 5:30 PM

Place: Winnebago County Administrative Building
112 Otter Avenue; Oshkosh, WI 54901
Ground Level Training Room 118

Present: Patrick Brennand, Patty Francour, Steven Lenz, Shiloh Ramos, Rachel Youngquist

Also Present: Michael Norton, Karen Powers

Not Present: Lawrence Smith, Stephanie Spellman, Aaron Wojciechowski

1. Call to Order

Steven Lenz called the meeting to order at 5:36 PM

2. Approve Agenda

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

3. Public Comments

Karen Powers voiced concern over the tablet only working in certain locations. She has had issues in the past where it will only work at the County Administrative Building, Courthouse, and a Starbucks.

Mike Norton felt the resolution for item 6 on the agenda needed to be worded stronger. He did not believe the Board should be given an option of how to vote. He also spoke on item 7 of the agenda stating that he did not believe the IS Committee could force supervisors to use their ipad if there is not a replacement plan in place.

4. Approve Minutes From September and November 2019 Meeting

Minutes were not provided to committee. Ramos moved to postpone the approval of minutes to next meeting. Brennand seconded the motion. Carried 4-0

5. Information System Budget Transfer

- Patty requested a transfer of \$9,300 from the professional services account to Overtime account.
- The money in the professional services account was planned to pay for vendor assistance. This past year most of the work has been accomplished by the IS staff so this account has not been spent down.
- IS staff needs to test over 200 systems yet this year. The goal is to have some devices in each department updated instead of working on all devices in one department before moving on to the next department to allow all departments the ability to keep working.
- Brennand moved to approve the budget transfer. Ramos seconded the motion. Carried 4-0

6. Discussion/Action: Authorize a Policy for Voting Procedure Resolution

- Youngquist read emails from Supervisor Keller and Supervisor Schorse that was sent by Sue Ertmer but not all committee members had a chance to read.
- Power issues was a common concern. To resolve this issue power banks can be provided in the back of room for longer meetings such as the budget hearings. For the monthly board meetings there can be a supply of several spares of iphones to allow the supervisors to continue to vote if their ipad/iphone runs out of power.
- Changing the rule was discussed. Brennand mentioned that there has been equipment failure in the past and it is important to have mechanisms in place to be able to continue to do business in case of an equipment failure.
- Currently there are two systems to be maintained. The clicker boxes must be brought to each meeting, passed out, verify batteries work, have a supply of extra batteries, and then collected at the end of each meeting.
- Lenz suggested making this a hardware replacement issue and not a way to vote resolution. Ramos mentioned a good time to do this would be at the beginning of the next board term.

7. Discussion/Action: County Board Electronic Device Replacement Strategy

- A replacement strategy should be written with the assumption that all board members will be using their ipad.
- Replace the original 28 in the next budget and then begin replacement cycle of so many ipads a year.

8. IS Director's Report

- Staff is continuing updated devices with Window update
- Assisting with phone service change and upgrading all system software
- Assisting with landfill project
- CIP – began working on a plan to replace the fiber that is aging. Fiber of a lifespan of approximately 20 years and much of the county's fiber is 25 years old. Once the engineers do a study of the path Patty will be able to determine the best course of action to replace fibers.

9. Subjects and Time of Next Meeting

January 8, 2020 at 5:30 PM

10. Adjourn

Shiloh moved to adjourn. Brennand seconded the motion. Carried 4-0