

## Information Systems Committee Minutes

Date/Time: September 15, 2014 at 6:30 PM

Location: County Administration Building  
112 Otter Street, Oshkosh  
1<sup>st</sup> Floor Meeting Room

Present: Committee Members:  
Larry Smith, Chair  
Ron Hardy, Vice Chair  
Patrick Brennand, Member  
Rachel Youngquist, Member  
Patty Francour, IS Director

Agenda Item #1: **Call to Order**  
Chairman Smith called to order at 6:35 pm

Agenda Item #2: **Approve Agenda**  
MSC Brennand/Hardy. All voting aye.

Agenda Item #3: **Public Comments**  
None

Agenda Item #4: **Approve Minutes of Previous Meeting**  
MSC Brennan/Hardy. All voting aye.

Agenda Item #5: **Discussion / Action following report from ad hoc committee on proposed rules for County Board tablet use**

- Francour question item B. This item would not be in the budget from year to year, unless the replacements are staggered each year.
- Hardy thought it was a good idea to put in the budget a number and if not used it would be transferred to the general balance.
- Brennand agreed it would be good idea, but for the first year the amount would be lower due to all tablets being new. Only a budget for those that would get lost or damaged.
- Francour also questioned item H. Training by who? How is going to happen?
- Smith thought it could be more of a mentor training.
- Brennand said it could be part of the orientation. Do a group as a whole but if individuals were struggling, some IS staff time should be allocated to help individuals on a one-to-one basis.
  
- Hardy asked where would the recommendation be placed? Would it be an ordinance or rule?
- Brennand said it could go either or even both.
- Francour asked if it would go to judicial first?
- Smith will speak to Wingren about it.
- Hardy thought it should get out before the October budget meetings. The October 21<sup>st</sup> Board meeting would be an ideal time to have the first item

approved by the Board. The second item could be in front of the Board at budget time but not to be passed, just as information.

- Brennand said the second item should be a handout but not a resolution. The handout would be on the desk stating if the Board approved the budget the resolution would be moved forward.
- Smith will speak to Corporation Council.

**A motion carry forward to approve the appropriate use of technology be prepared as a full resolution for the October 21<sup>st</sup> meeting and for the IT Chair to bring it to Judicial.**

MSC Brennand/Hardy. All voting aye.

**A motion to draft all recommendations the IS Committee is going to make on the tablet. Smith to speak to Corporate Council to see if rule and/or ordinance.**

MSC Hardy/Brennand. All voting aye

Agenda Item #6:

**IS Director's Report – Discussion of Business Since Last Meeting**

- Cell Phone Refresh project is slated for September 22/23.
- Desk Phones – waiting for Sheriff Office. AT & T need to test the 911 connection.
- Good news – Laura Todd is returning to work on September 18<sup>th</sup>.
- Park View project is complete.
- Sheriff's office requested to have the ability to do more at the clocks. Examples are taking vacation days off.
- The software at Park View is at an update point.

Agenda Item #7:

**Subjects and Time of Next Meeting**

Next Meeting: Monday, October 20<sup>th</sup> at 6:30 PM

- Results of Chair Smith's conversation with Corporate Council.

Agenda Item #8:

**Adjourn**

Meeting Adjourn at 7:13 pm.

MSC Hardy/Brennand.