

Call Meeting to Order

Chairman David Enigl called the Thursday, February 14, 2019 meeting of the Technology Services Committee to order at 3:00 p.m. at the Door County Government Center.

Establish a Quorum

Members present: David Enigl, Linda Wait, Roy Englebert, Jon Koch, and Richard Virlee. Kathy Schultz was excused. David Englebert was absent.

Others present: Administrator Ken Pabich, Finance Director Steve Wipperfurth, TS Director Jason Rouer, ROD Carey Petersilka, and County Clerk Jill Lau.

"These minutes have **not** been reviewed by the oversight committee and are subject to approval at the next regular committee meeting."

Adopt Agenda / Properly Noticed

Motion by Koch, seconded by R. Englebert to approve the agenda. Motion carried by unanimous voice vote.

Approve Minutes of the December 13, 2018 Technology Services Committee Meeting

Motion by Virlee, seconded by Koch to approve the minutes of the December 13, 2018 meeting. Motion carried by unanimous voice vote.

Public Comment

N/A.

Correspondence

No correspondence was presented.

Register of Deeds

Operations / Project(s) / Update(s)

Recorded Documents/Vital Records Report

The report was included in the meeting packet and was reviewed. ROD Petersilka noted document recordings were down; revenues increased. Petersilka also reported the department has 39 monthly auto generated invoices and the staff in the office indexed over 8,200 additional documents into the system over the past year. Petersilka continues to receive calls to sign up for Laredo as new customers.

Budget to Actual – 2018

The report was included in the meeting packet and was reviewed.

Technology Services

Department Responsibilities/Summary

Annual Report

The report was included in the meeting packet and was reviewed by TS Director Rouer.

2018 Statistics

The report was included in the meeting packet and was reviewed by TS Director Rouer.

Planned Projects

TS Director Rouer reviewed each project. All projects have been budgeted for.

Land Records

New software being implemented this year.

Ceridian

New payroll system this year.

FOB System

Upgrade/new system; all buildings on same system.

Jail Audio

Replacement of the intercom system in the jail.

Website Revamp

Rebuilding the County internet presence and creating an intranet.

Dual Factor Authentication

To improve the security of the county systems; secondary log-in requirement.

Server/Workstation Upgrades (Windows 10/Server 2019/Citrix)

Keeping county systems up with the latest software technology.

Exchange – E-mail

New, better email server.

Office 2019

Upgrade to the latest office platform.

Provisioning Server Upgrade

All of the thin clients run off of virtual images; this improves capacity of virtual images.

HIPAA/Disaster Recovery

As a result of the HIPPA audit working on disaster recovery.

Copier Rollouts

Renewed copier leases and installed the first of the year.

Bitdefender

Security.

Capital Outlay

Orders from departments.

EMS Rack Moves

For Securing County systems.

Spectrum Protect Backup Solution

Latest and greatest backups for the County.

Projects from Other Departments Requiring Unplanned TS Time

TS Director Rouer noted the following projects are items that TS was unaware of that took away from TS planned time and projects. Chairman Enigl requested this agenda item.

Human Services - Jaycee Building

Youth Center requiring a whole new set of technology and special equipment installation.

City of Sturgeon Bay - Fiber Hookup

Sturgeon Bay community area network is live. Adding cameras, firewall protection, and new requests coming in now that the network is complete.

City of Sturgeon Bay - Public Educational Government Firewall/Routing

New equipment was purchased by PEG which TS needed to hook-up.

Soil & Water Conservation Department - Training Lab Setup

Nutrient Management training required small training lab setup by TS with specialized software and printers.

Sheriff's Department - Northpointe Software

Install of pre-trial diversion court software that drives the Fresh Start Program.

Administrator – Government Center Remodel

TS was aware of the project but no timeline was established. Moving of offices and equipment takes time and planning from TS's team to reroute systems.

State – Web Application Changes

Three major software revisions and changes that required several large adjustments to budgets and time.

Soil & Water Conservation Department - File Sharing

S&W asked for assistance of how to make the file share program better which required research and implementation by TS staff.

UW Extension - Madison Transition

Providing office licensing and changes the way the County handles email.

Review Vouchers, Claims and Bills

Reviewed.

Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee

Nothing as of this meeting.

Next TS Committee Meeting Date

Tentatively no March meeting.

Meeting Per Diem Code

415.

Adjourn

Motion by Koch, seconded by Wait to adjourn. Time 4:15 p.m. Motion carried by voice vote.

Respectfully submitted by Jill M. Lau, County Clerk