Minutes of the March 9, 2017 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:00 PM.

Members Present:     Maly, Duchac, Bartsch, M. Bobholz, J. Bobholz

Members Excused:   None

Also Present:           Ruth M. Otto, Director of Information Technology; James Mielke, County Administrator; Dale Schmidt, Sheriff

Meeting called to order at 6:00 PM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is a quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by J. Bobholz, seconded by M. Bobholz, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments

No Committee Member reports

Motion by Duchac, seconded by Bartsch to approve minutes from February 8, 2017 of the Information Technology Committee meeting. Motion carried.

Motion by Duchac, seconded by M. Bobholz to approve the per diems for ERP PMO. Maly abstained. Motion carried.
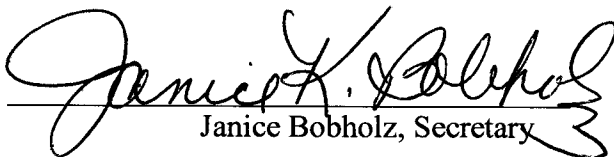
Discussed the consideration to hold a joint meeting in April with the Health Facilities Committee to discuss their proposed new clinical / billing system. The committee agreed to move forward with a joint meeting with the Health Facilities Committee on Tuesday, April 17th starting at 7:30 AM. It was agreed it should be held in the Administration Building to provide easier access to the Board Room for the County Board meeting at 9 AM. It was recommended to meet in room 2A.

Under the IT Director's report the following were summarized and reviewed:

- ERP Project – shared the discussions on requirements documents shared with Tyler and some of the responses back. Just finished the meeting with the Tyler people on the initial proposal and Tyler had to return with another after some clarification. The Tyler and Kronos discussion revealed the need to have more discussions specific to budget forecasting and work orders.
- NetSmart – the system went live on March 1. There was concern that the billing side is not ready but the group agreed the clinical side has been ready and we really are not going live with billing until April. It has been arranged to have someone from NetSmart onsite the week of April 17th to assist the Fiscal department in resolving billing issues.
- Secured Electronics – final cameras are being installed and now the punch list will be worked on.
- Exchange upgrade – the county will be upgrading the email system from 2013 to 2016.
- Systems Review – a brief review of two of the systems of the county were covered. Kronos is the system used for Time and Attendance, Payroll, Scheduling, time management (Activities), Leave management, and Attendance management. The second system reviewed was Micromain. This is used by Facilities and is their trouble ticket system as well as how they manage their work on the buildings and inventory.
- A copy of the most recent activity of the help desk was delivered. The tickets are at a very reasonable number and they are closed within days.

Suggested next committee meeting date: Tuesday, April 18th at 7:30 AM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Supervisor Maly at 6:35PM.


_____        4-18-17
Janice Bobholz, Secretary                        Date