

**Dodge County, State of Wisconsin
Information Technology
Monday, June 12, 2017**

Minutes of the May 10, 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

Members Excused: J. Bobholz, M. Bobholz

Also Present: Ruth M. Otto, Director of Information Technology; Julie Kolp, Finance Director; Sarah Hinze; Jane Hooper; James Mielke, County Administrator.

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 Duchac, seconded by Bartsch, 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 May 10, 2017 of the Information Technology Committee meeting. Motion carried.

Motion by Duchac, seconded by Bartsch to approve per diem for ICC meeting on May 15, Steering Committee meeting on June 6 and PMO meeting on June 7. Motion carried.

Discussion was brief on Resolution 17-19 for Clinical and Billing software subscription for Clearview. Motion by Duchac, seconded by Bartsch to approve the resolution. Motion carried.

The committee discussed the role of the Kronos Governance committee. The committee felt its role is to provide consensus support when it comes to changes or additions to the system.

Otto brought up some highlights of the proposed 2018 budget. One item is Varonis, an application that would fulfill one of requirements of HIPAA that is currently red flagged in the

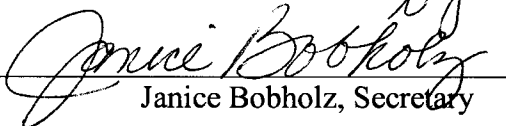
recent HIPAA Security Assessment in 2016. This product would provide the ability to know where all of the ePHI data is outside of systems, such as in Word or Excel documents. From there the system logs who is accessing this data, moving it or even removing it. It can provide security to ensure certain data is not viewable by others while fully viewable by another group. At this time, there is no means for the county to know where ePHI is located on its file servers and external media devices. Another item is the need for Edge Switches for the network. The replacement of these has been postponed for several years and we are in a position where there are beginning to fail. The third item is a new position. It has been evaluated and determined there is a need to add a dedicated HRIS/Payroll administrator.

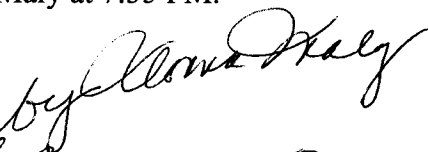
Under the IT Director's report the following were summarized and reviewed:

- ERP Project – Working on financial policies, creating the budget for the project, Tyler performed a work order demo, discussed banking and possible need to change banks to allow for more capabilities (positive pay as example), and combining of payrolls – now or later.
- NetSmart – The issues are close to being resolved. The connection with the hospital is still not working and the need to re-engineer the file for the GL is in the works as well as some billing issues with CCS.
- Kronos – Getting training for members of the Core Team so they can be ready for the walk throughs of each product. Kronos is currently working on the upgrade in the new environment and intend to have a hand off for testing early July.
- Spillman – all is moving forward as planned. Getting ready for the mock go live in the end of June.
- Shared the review of two systems – FileDirector and TriMin. FileDirector is the County's document management system. TriMin is the systems used by the Register of Deeds to handle the registration of documents, the viewing of documents and the facilitating of copies of documents.
- Reviewed the latest Help Desk report

Suggested next committee meeting date: Monday, July 10th at 6:00 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Supervisor Maly at 7:35 PM.


Janice Bobholz, Secretary


7-10-17
Date