Dodge County, State of Wisconsin
Information Technology
Wednesday, March 12, 2014

Minutes of the Wednesday, March 12, 2014 Information Technology meeting held in the Dodge County Administration Building, in Room 1A, 1st floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:00 pm.

Members Present:	Duchac, Maly, Bobholz, Houchin, Schwartz
Members Excused:	None
Also Present:	Ruth M. Otto, Director of Information Technology, Jim Mielke, County Administrator, Julie Kolp, Director of Finance, Jeff Schmitt, District 5 Supervisor.

Meeting called to order at 6:00 PM by Chair Duchac

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

Committee Chair Duchac confirms compliance with open meetings law following brief posting report by IT Manager.

Motion by Maly, seconded by Houchin, 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 Schwartz, seconded by Bobholz, to approve minutes from Wednesday, February 19, 2014 of the Information Technology Committee meeting. Maly abstained. Motion carried.

Supervisor Jeff Schmitt from District 5 asked to report to the committee his experiences within the Sheriff's office and jail. Supervisor Schmitt went on a ride along with a deputy on the 12AM to 8AM shift, did a 2 hour walk along in the jail on the night shift and returned again for a jail walk around in the daytime at the request of the jailers. What he found was old computers in the jail were an issue for them for their secured electronics, some were having issues with handling citations at times but as a whole most found the new system New World to work fine. While many of the employees he talked to found the transition difficult at times the employees recognized it was adjusting to a new way of doing daily business. No one felt the system didn't work well and he felt the patrol were happy with the MDC units. The one thing he felt needed to be addressed were the very old computers in the jail (secured electronics).

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

- Update provided on New World. The main item discussed is the wait for the testing database rebuild to provide a more accurate testing environment when the next update is released.

- Replacement computers have been purchased and are waiting to be imaged for deployment. The vendor will image all of these machines at their cost.

- Update on Kronos. The core team have met and are scheduling the Project Team meeting in early April. Jim addressed the committee with a visit he had in Brown County. He was in attendance of a Lean training session and asked Brown County representatives if they used time and attendance and discovered they are a Kronos customer. They shared they were currently struggling with how to deal with exempt versus non-exempt employees with time and attendance. He expressed the desire to bring any rules and policy agreements before the IT and HR Committees before commitment. Jim also asked that the choices of departments of what time tracking devices they choose be shared with the committees to ensure that all are fully informed for any future concerns or issues from staff. Jeff and the committee members agreed with Jim's request and directed that all be brought before both committees.

- Treasury/Land Information systems RFP is in process of being created, gathering all requirements of all areas of the County that will use the system. The plan is to publish the RFP by early April.

- The Network Core is being evaluated by the engineers that installed it to determine why, when the core was shut down on one end, the entire network came down. The failover hesitated by a ping which caused the network shutdown and it cannot. More updates to come.

- Ruth shared some statistics of how the Help Desk is performing for the month of March. The report demonstrated the ongoing move to reduced Help Desk tickets and greater closures of existing tickets.

Suggested next committee meeting date: Wednesday, April 16, 2014 at 6:00 PM in Room 1A, 1st floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Motion made by Maly, seconded by Houchin to adjourn the meeting. Meeting adjourned by Chair Jeff Duchac at 7:11 PM. Motion carried.

James Houchin, Secretary

4/16/14
Date