TECHNOLOGY COMMITTEE

Approved Minutes

DATE: February 4, 2003

TIME: 9:05 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrotenboer, Joyce Kortman

STAFF & GUESTS: Mark Krouse, MIS; Jim Mankoski, MIS Director; Dave Hulst, MIS; Larry Hall, MIS; Daniel Krueger, County Clerk; Rosemary Zink, Finance Director; Mark Scheerhorn, Administrative Services Director; Sherri Sayles, Deputy Clerk

SUBJECT: DISCUSSION ITEMS

1. Purpose and Mission Statement of the Technology Committee - "Shall be responsible for the general development of plans and strategies to utilize existing and developing technologies to enhance public access to information and availability surrounding County government services, including but not limited to the Internet and other electronic mediums."

2. Status of Membership Applications - Posting for the Technology Committee were done last week. No applications have been received in the Clerk's Office at this time. Advertisements were posted in the newspapers, around the county, and letters were sent to major businesses.

3. MIS Department Review:

   a. MIS 2003 Operational Budget - Jim Mankoski reported there are 24staff persons in the MIS Department. Their budget is $2.1 million which is charged back through the computer users.
   b. MIS 2002/2003 Departmental Requests Not Recommended - Not reviewed.
   c. MIS Projected Projects 2003 & 2004 - Jim Mankoski presented the MIS projected projects in 2003 and 2004.
   d. How to Determine When Systems Should be Out-Sourced or In-House. You have to have a strong contract and know what you are buying into. Question if there is a low cost upfront and larger cost down the road. Know the business if you are in long-term service agreement with them. MIS Department does evaluations and then forwards to the Board for their approval.

Much discussion on how the County can service the community and how the County handles public access issues. The MIS Survey has been completed. Committee requested results be available at the next Technology Committee Meeting. The survey went out to everyone who has a password. There were 941 surveys sent out with 331 responding back which is a 35% response rate. MIS is happy with the results.

Discussion on imaging in the Register of Deeds, County Clerk and Sheriff Departments. Register of Deeds should be up and running by 2004 as it takes six to eight months to implement. Discussion to take place if system should be rented out or done in-house.

Mark Scheerhorn reported they are looking at two proposals at this time. One is a wireless proposal with Wireless Resources at a cost of $600,000 which includes everything. They are also looking into fiber through the building with the OAISD at a cost of $300,000. Committee requested Mark to give a review of the communication plans at next month's meeting. Administration is hoping to have a new system in place by spring.

SUBJECT: ADJOURNMENT

The meeting adjourned t 11:08 a.m.