

TECHNOLOGY COMMITTEE

Approved Minutes

DATE: June 3, 2003

TIME: 9:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrotenboer, Daniel Krueger, Jon Overway, Tim Secen, Joyce Kortman, Jim Mankoski

ABSENT: Chris Kuncaitis

STAFF & GUESTS: Steve Kraai, Sheriff's Department; Steve Namenye, Telecommunication Specialist; Rosemary Zink, Finance Director; Larry Hall, MIS; Mark Krouse, MIS; Mary Richardson, Treasurer; Sherri Sayles, Deputy Clerk

CONSENT ITEMS

Approve by consent the Minutes of the May 6, 2003, meeting as presented and approve the agenda of today as presented.

DISCUSSION ITEMS

1. Update of Legislative Issues regarding Image System - Dan Krueger gave a brief history of archiving records. The Department of History, Arts and Libraries sent out a Discussion Draft on the Records Media and Reproduction Act.
2. Imaging Process Update - Steve Kraai updated the Committee on the Sheriff's Department Imaging Project stating they are just in the beginning stages. Step 1 - "On site observations of daily work flow, volumes, etc." has been completed. Working on Step 2 - "Review with Resources, LLC software and equipment". Would like to wrap it up and have a recommendation by September. For a number of years, people have asked for electronic transfer of documents but the Sheriff's Department has been unable to do this.
3. Communications Network Update - Steve Namenye updated the Committee on the fiber development. A tentative route was discussed. Steve isn't aware of any real demands from the local government units to connect to the fiber network. Local units have not been contacted by the county. Discussion on buried cable verses aerial. Hoping to sit down with vendors, ISD and county next week to see if everything is still on track. Grand Haven Schools has extra fiber counts and they are working out figures to see if the county is interested. Mrs. Kortman questioned alternate routes if the fiber goes down. A cost analysis of down time hasn't been done. Committee needs to come up with a consensus recommendation. Steve will explore alternatives on alternate routes.

4. Out-sourcing vs. In-house - Handouts were distributed by Jim Mankoski. Cost and lack of staff were the original reasons for outsourcing. Jim would like to see the Technology Committee look at outsourcing web site development. Justice System began implementation in 1983-1984. Highly integrated system. The Register of Deeds new imaging system is a totally different environment than MIS has dealt with before. MIS may need to step in and make it work by having the vendors environment talk to the county's. Going in with eyes open makes a big difference. Issues of connectivity can be a big problem.

SUBJECT: ADJOURNMENT

The meeting adjourned at 11:07 a.m.