

**APPROVED
OTTAWA COUNTY
BOARD OF COMMISSIONERS
TECHNOLOGY COMMITTEE**

**Tuesday, October 5, 2004 9:00 AM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: October 5, 2004

TIME: 9:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrottenboer, Daniel Krueger, Joyce Kortman, Christopher Kuncaitis, Jon Overway, Jim Mankoski

ABSENT: Tim Secen

STAFF & GUESTS: Mark Yonkrieg, Central Dispatch; Joe Lalonde, Central Dispatch; Gary Scholten, Register of Deeds; Rosemary Zink, Finance Director; Alan Vanderberg, Administrator; Erika Rosebrook Dibble, Business Improvement Communications Coordinator; Mark Krouse, MIS; Glen Houting; Sherri Sayles, Deputy Clerk

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the September 7, 2004 meeting as presented and approve the agenda of today as presented.

SUBJECT: DISCUSSION ITEMS

1. Plante & Moran Study Update - Alan Vanderberg and Mark Scheerhorn did a test run of the survey going out to the employees via the web. Mr. Vanderberg thought the questions were good. A notice will be going out to employees in the next couple of weeks asking them to participate in the survey and how to access it on the web. He is hoping to get a good response. Plante & Moran will be setting up interviews with department heads soon. Hoping to have study completed the end of December to early January.

2. Interactive Web-site Update - Alan Vanderberg reported Erika Rosebrook Dibble sent a note out looking at where the county wants to go with the web-site. Mr. Vanderberg stated we need to prioritize what the county wants to do and put a schedule together. Gary Scholten questioned if this is a policy issue and what public information is accessible. A discussion took place on the accessibility if a fee should be charged or just let the people look at the information. The Administrator doesn't think the county's mainframe can handle an interactive web-site.

3. MIS Project Update - Jim Mankoski reported in September there were 91 new requests, 73 were completed, and 1 canceled. At the end of September, there were 131 requests waiting for completion.

4. Technology Committee - Al Vanderberg did research and Greg Rappleye put together a memo on the "Organization of the Ottawa County Technology Committee". The Administrator stated the Board could amend the members on the committee with a simple resolution. He feels this committee should continue next year. The Chair asked that the Administrator and Greg Rappleye look at this and put something together.

SUBJECT: COMMENTS

Jim Mankoski reported a presentation by a vendor to Family Court was done in June. At this time, the vendor is writing an application. Jim researched old minutes and Family Court was to bring back information to this committee before going any further. An employee from MIS has attended a meeting with the vendor. Alan

Vanderberg to look into this.

Gary Scholten reported Register of Deeds is working hard on loading old documents. He stated it is very expensive entering and proofing these documents.

Glen Houting thanked the committee for the opportunity to attend. He would like to be on this committee and can contribute. His company deals with web design, hosting and repairing computers.

Future agenda items - Update of Justice Imaging Committee GIS Update

SUBJECT: ADJOURNMENT

The meeting adjourned at 9:46 a.m.

Agenda

Consent Items:

1. Approval of Agenda
2. Approval of the Minutes from the September 7, 2004 Meeting

Discussion Items:

1. Plante & Moran Study Update (Alan Vanderberg)
2. Interactive Web-site Update (Alan Vanderberg)
3. MIS Project Update (Jim Mankoski)
4. Technology Committee Makeup