

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

**Tuesday, November 9, 2004 9:03 AM
Fillmore Administration Building - Conference Room A
12220 Fillmore Street, West Olive**

DATE: November 9, 2004

TIME: 9:03 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrottenboer, Joyce, Kortman, Jon Overway, Daniel Krueger, James Mankoski, Tim Secen, Christopher Kuncaitis

STAFF & GUESTS: Alan Vanderberg, Administrator; Larry Hill, MIS; Mary Richardson, Treasurer; Gary Scholten, Register of Deeds; Greg Rappleye, Corporation Counsel; Erika Rosebrook Dibble, Business Improvement/Communications Coordinator; Sherri Sayles, Deputy Clerk

SUBJECT: CONSENT ITEMS

Approve by consent the Minutes of the October 5, 2004, meeting as presented and approve by consent the agenda of today as presented.

SUBJECT: DISCUSSION ITEMS

1. MIS Project Update - Jim Mankoski reported in October there were 71 new project requests, 64 were completed, and 4 canceled leaving 134 open project requests at the end of October. 100+ PCs will be ordered and installed after the first of the year. Jim stated it's up to the users to come to the MIS training classes. At least 50% of the classes are being canceled at this time due to lack of attendance.

Alan Vanderberg reported the vendor for the Juvenile justice imaging will be reporting at the next Technology Committee Meeting.

2. Plante & Moran Study - Alan Vanderberg reported there have been over 400 responses to the survey in the first week. The survey will be out for one more week. Plante & Moran will be setting up interviews in the next week or two. Chris Kuncaitis questioned if the survey had gotten to the intended users at the local jurisdictions as it was sent to the reception at Robinson Township. The Administrator will follow-up on this. At the next meeting, the Committee will compare the percentages of past surveys returned compared to the number returned when a third party vendor is involved.

3. Interactive Web-site Update - Erika Rosebrook Dibble stated at the last meeting it was reported that a committee was put together of all the departments that would be heavy users of outside applications and people that wanted to develop new on-line service as part of the web-site. They have gone through the process of looking at what already exist, what they would like to see, and looked at other web-sites. Erika is working on developing a report that will be brought to this committee regarding what they have come up with and where to go from here. Mr. Schrottenboer questioned if there would need to be any MIS hardware changes. Mr. Vanderberg believes the web-site would be hosted by a company who host web-site.

4. Technology Committee Makeup - Alan Vanderberg reported Jim Mankoski asked to be taken off as a voting member and remain as a staff member. Greg Rappleye reported he was asked to look at the issue of expanding the membership makeup of the Technology Committee. He passed out and explained a resolution he drafted.

TC 04 -006

Motion: To adopt the Technology Committee Makeup Resolution and forward to the Finance Committee.

Moved by: Krueger
UNANIMOUS

Supported by: Kuncaitis

SUBJECT: COMMENTS

Mary Richardson stated they are looking at increasing the interaction of the property tax system with Register of Deeds and local units. There are security issues when using the web.

Jon Overway left at 9:35 a.m.

Gary Scholten believes a policy issue needs to be established on how easy does the County want to make access to information on the web by the residents and companies who sell the data. Much discussion on revenue vs. protecting residents.

Daniel Krueger reported three pieces of legislation regarding archivalability issues will reportedly be passed by the end of this year allowing for imaging documents. The bills should be passed in 2004 and rules set in 2005.

Alan Vanderberg reported there were a number of concerns at the beginning with BS&A. Now he's hearing reports people are happy and it has been well received.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:00 a.m.

Agenda

Consent Items:

1. Approval of Agenda
2. Approval of the Minutes from the October 5, 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