**APPROVED
OTTAWA COUNTY
BOARD OF COMMISSIONERS
WORK SESSION**

**Wednesday, March 16, 2005 1:30 PM
Fillmore Administration Building - Board Room
12220 Fillmore Street, West Olive**

The Ottawa County Board of Commissioners met on Wednesday, February 16, 2005, at 1:30 p.m. and was called to order by the Chair.

The Clerk led in the Pledge of Allegiance to the Flag.

Present at roll call: Mrs. Kortman, Messrs. Kuyers, Swartout, Rycenga, Schrotenboer, Disselkoen, Berghorst, Vander Kam. (8)

Absent: Mrs. Ruiter, Messrs. Rinck, Holtrop. (3)

Staff & Guests: Alan Vanderberg, Administrator; Gary Scholten, Register of Deeds; Mike Galligan, Equalization Director; Kathy Haiker, Register of Deeds; Dave Hulst, Interim MIS Director; Gerry Cyranowski, CMH Director; Travis Parsons, Human Resources; Richard Schurkamp, Human Resources Director; June Hagan, Fiscal Services Director; Erika Rosebrook Dibble, Business Improvement/Communications Coordinator; Doug Wiecinski, Plante & Moran; Mark Warner, Plante & Moran; Daniel Krueger, County Clerk; Greg Rappleye, Corporation Counsel; Gary Rosema, Sheriff; Kevin Bowling, Circuit Court Adminsitrator; Sherri Sayles, Deputy Clerk; Media

Public Comments and Communications from Staff

The Commissioners were informed of the "Walk for Warmth Soup Cook-off" on Friday, February 18th, at the Fillmore Street Complex.

Work Session Items

A. Plante & Moran Presentation; MIS Evaluation - Doug Wiecinski, Plante & Moran, reported they were engaged by Ottawa County to conduct an organizational review of its Management Information Systems operation to determine the level of effectiveness and potential areas for improvement. The focus of the review was to evaluate the MIS Department including:

- Organizational Structure and Staffing
- Technology Utilization and System Design
- Service Delivery
- Disaster Recovery Plan and System Security

He reported approximately 500 web responses participated in the survey.

Mark Warner, Plante & Moran, presented a power point presentation of the MIS Organizational Review. Topics covered included the Current MIS Organizational Structure, Responsibilities for Technology, Technology and Services Survey and IT Organizational Models.

An outline of the recommendations were presented including organizational, daily interaction between groups and teams, bringing telecommunications over from Administrative Services, creating new positions for networking, consolidating the Helpdesk and PC Support and having a more proactive approach.

B/C 05-037   Mr. Schrotenboer moved to adjourn at 2:40 p.m. subject to the call of the Chair and the motion passed.

4/4/2006

DANIEL C. KRUEGER, Clerk
Of the Board of Commissioners

ROGER RYCENGA, Chairman
Of the Board of Commissioner

<u>Agenda</u>

4/4/2006