TECHNOLOGY COMMITTEE

Approved Minutes

DATE: January 9, 2007

TIME: 8:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Alan Vanderberg, Administrator; James Holtrop; Daniel Krueger, County
                Clerk; Daniel Jensen; Chris Kuncaitis; Gordon Schrotenboer; David Hulst,
                IT Director

ABSENT: Tim Secen, Jon Overway, Glen Houting

STAFF & GUESTS: Erika Rosebrook Dibble, Assistant Administrator; Sherri Sayles,
                Deputy Clerk; JoAnn Arcand, WebTec

SUBJECT: CONSENT ITEMS

Approve by consent the agenda of today as presented and amended
changing Discussion Item #1 – Election of Vice Chairman to Action Item
#1 and remove Discussion Item #3 – Election of Vice Chairman.

TC 07-001   Motion: To appoint James Holtrop as Vice Chairman of the Technology
                Committee.
                Moved by: Krueger   UNANIMOUS

Approve by consent the Minutes of the November 14, 2006, meeting as
presented.

SUBJECT: DISCUSSION ITEMS

2. Technology Committee Meeting Schedule – The Clerk's office will
    send an e-mail questionnaire out to all Committee members to
    determine the best day and time for meetings to be scheduled. It was
    also requested that Committee members receive meeting notices by e-
    mail.

4. miOttawa.org Update – An update of "miOttawa.org" was presented
    by JoAnn Arcand. There was a 126% increase in site visits in 2006
    over 2005 and a 464% increase in document downloads. JoAnn
    presented new applications demos on Dog Licenses and Park
    Reservations.

5. Plante & Moran Study Update – David Hulst reported the GIS Department was just merged into the IT Department. An all staff meeting between GIS and IT was held to continue blending the two departments. A major IT survey will be done this year to measure where IT is in the County.

6. Information Technology Project Update:

   A. Imaging System Update – David Hulst and Daniel Krueger updated the Committee on the Justice Imaging System.

   - Circuit Court Records will be testing the first workflow this week.
   - Waiting for FOC functional specifications.
   - Prosecuting Attorney's office is done with the functional specs and is waiting for workflow. No equipment has been installed yet.
   - FOC is doing day forward scanning.
   - District Court is running into problems with document preparation. IT is working with them to simplify the process.
   - Vital Records is changing over to ImageSoft and will receive training this week.
   - There have been some inquires from local units who are interested in the ImageSoft product. There may be some interest in local units adding on to the County contract. ImageSoft and Hylland are discussing this possibility.

   B. IT Goals & Projects for 2007 – A power point presentation was presented by David Hulst.

   SUBJECT: ADJOURNMENT

   The meeting adjourned at 9:48 a.m.