TECHNOLOGY COMMITTEE

Approved Minutes

DATE: November 13, 2007

TIME: 9:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Gordon Schrotenboer, James Holtrop, Daniel Krueger, Jon Overway, Tim Secen, David Hulst, Alan Vanderberg

ABSENT: Daniel Jensen, Chris Kuncaitis

STAFF & GUESTS: Erika Rosebrook, Assistant Administrator; Sherri Sayles, Deputy Clerk; Jessica Kinser, Management & Financial Analyst

SUBJECT: CONSENT ITEMS

Approve by consent the Agenda of today as presented and approve by consent the Minutes of the September 11, 2007, meeting as presented.

SUBJECT: DISCUSSION ITEMS

1. miOttawa.org Update – A "miOttawa.org" update was presented by Erika Rosebrook. Visits to the web site are up 76% compared to 2006. Revenue growth is up 191% from 2006.

2. Information Technology Performance Updates – David Hulst presented an IT Performance Update. The Helpdesk is testing a new version of tracking software. He reported there are approximately 1,700 projects at this time. Over the last few months, spam has continued to drop down. He stated IT plans on bringing spam and web filtering in-house next year. GIS revenues were down in September and jumped up in October due to the sale of Plat Books and Digital Aerial Mylars.

3. Information Technology Project Updates – A power point presentation was presented by David Hulst. A brief summary of the key projects was presented. One of the major projects is Courtstream. There were concerns made about the duplication of software if a new justice system is going to be developed. AT & T just completed a Network Security Test on all servers. This gives the County a good idea of what needs to be done to strengthen security issues.

4. Information Technology Plan Update – David Hulst presented a brief update of the IT Plan.

5. Imaging Project Update – David Hulst and Daniel Krueger stated that ImageSoft approached IT in September and told IT they were closing the contract out at the end of October. Since that time, ImageSoft and the County have talked and are now looking at a close date at the end of December. The deadline has gotten departments moving. By the end of the year, a number of documents will be flowing through different departments. District Court will only be implementing civil workflow at this time. District Court criminal workflow will be a very important piece in the future.

   Daniel Krueger stated the need to get an Attorney General's opinion on record retention. The Administrator agreed on the need to get moving on this and both would like to see something moving by the end of the year.

6. Continuation Question of Technology Committee in 2008 – The Administrator reported every year in December or January, the Board Chair asks if there is a need to continue this Committee. There was a consensus to keep the Committee together for at least another year and to focus on strategic steering for the future.

   ACI Update – The contract between ACI and the Register of Deeds is up in March. Erika Rosebrook and David Hulst are working with Gary Scholten to get some of this back in-house. Gary has been talking with a number of vendors. Dave isn't getting anything definite at this time and feels the need for an RFP to be done. The Administrator spoke with Gary a year ago and told him he would like to get this back under IT. The Administrator is concerned about the timeframe so will put this on the next Planning and Policy agenda and invite Gary to the meeting.

   The Clerk stated the need for more IT staff to help with imaging. Syl does a great job but more staff is needed to move the project forward with additional departments coming on board.

   SUBJECT: ADJOURNMENT

   The meeting adjourned at 10:40 a.m.