

TECHNOLOGY COMMITTEE

Approved Minutes

DATE: March 11, 2008

TIME: 9:00 a.m.

PLACE: Fillmore Street Complex

PRESENT: Daniel Krueger, Tim Secen, Jon Overway, Gordon Schrottenboer, Alan Vanderberg, David Hulst

ABSENT: James Holtrop, Fred Ehards

STAFF & GUESTS: Erika Rosebrook, Assistant Administrator; Greg Rappleye, Corporation Counsel; Gary Scholten, Register of Deeds; Kathy Haiker, Chief Deputy Register of Deeds; Sherri Sayles, Chief Deputy Clerk

**A quorum of the Technology Committee was not present today.
Action Items will be ratified at the next meeting.**

SUBJECT: CONSENT ITEMS

Approve by consent the Agenda of today as presented and approve by consent the Minutes of the November 13, 2007, meeting as presented.

SUBJECT: APPOINTMENT OF COMMITTEE VICE-CHAIR

TC 08-001 Motion: To nominate and appoint James Holtrop as Vice Chairperson of the Ottawa County Technology Committee.
Moved by: Overway UNANIMOUS

SUBJECT: IMAGING SUPPORT FOR LOCAL
GOVERNMENTAL UNITS

TC 08-002 Motion: To forward to the Administration and Finance Committee with the recommendation that the County support imaging by Local Governmental Units within Ottawa County.
Moved by: Krueger UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. ACS Contract Extension – Gary Scholten, Register of Deeds, gave a brief history of the ACS Contract. He reported he is working on an

RFP to go out over the next few months to coincide with the moving of his office to West Olive.

He requested a purchase order to pay the ACS bills but purchase orders are not authorized unless there is a current contract. Gary is looking for an extension of ACS contract.

The Administrator isn't opposed to extending the ACS contract for a year with the addition of three caveats. He wants the Contract Administrator changed from Gary Scholten to David Hulst, IT Director, the software escrowed to a third party, and requested a team be formed with Gary Scholten as the team lead and the RFP completed by September 1, 2008.

The Committee concurred with this recommendation. This will be forwarded to the Planning & Policy Committee.

2. miOttawa.org Update – A “miOttawa.org” update was presented by Erika Rosebrook.

Daniel Krueger, County Clerk, reported the Clerk's Office is looking at taking court payments at the Holland and Hudsonville offices. He also stated a need to look at back-filing Vital Records index books before the move to West Olive. He will put together a proposal to present to the Committee and Erika Rosebrook will include it on the Web Development Schedule.

3. Information Technology Operational Updates - David Hulst, IT Director, presents the highlights in the Information Technology Report.
4. Information Technology Triennial Survey – David Hulst, IT Director, presented the IT Triennial Survey and reported 34% of the employees responded to the survey.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:28 a.m.

