

"Draft"
IT&S Board
February 9, 2017
3:00 PM
Room 211, City-County Building

Roll Call

Attending: Ron Alles, Dan Ellison, Nancy Everson, Andy Hunthausen, Art Pembroke, and Bernie Miles

Absent: Scott Buswell

Ron Alles opened the meeting.

Minutes – Ron stated if there was no objection to the minutes of the November 17th meeting he would consider them approved, hearing none, the minutes were approved.

2018 Base Budget

Art reported the budget is status quo, no new changes.

Capital Improvement Plan (CIP)

The CIP has been updated, cleansed and fine-tuned. Art said the most significant thing to note is the projected expenditures for FY18 are \$408,000. He reported the digital imagery project and associated software upgrades are \$109,000. The GIS Staff is looking into alternatives such as The National Agriculture Imagery Program (NAIP) and what is being leased out by Google Maps for Ortho Imagery/ Arial Photography. The NAIP at the Federal level is providing one foot accuracy, and they update data every three to four years. Flights may no longer be a requirement for us as we may take advantage this type subscription. Staff is in agreement that our data is still pretty good. This year the iSeries/AS400 is up for replacement and the budget for it is \$57,000. At this time quotes are closer to \$40,000. Another big component this year is the infrastructure; telecom upgrades, switches, networking, radios, etc., and the expansion of enterprise capacity. Art said current capacity is 100MB to desktops throughout the enterprise. As the new infrastructure is rolled out, we will have the capacity to increase up to 1 GB to the desktop. Also, a new contract is in place with our network provider for a 1 GB redundant service to the City-County Building which will provide the enterprise with 1 GB Internet Bandwidth throughout the enterprise for the foreseeable future.

IT&S New Request

Art presented one "New IT Request" from the network staff. He said staff would like to purchase an Interactive Projector, the cost is \$4000. Carroll College is currently using this this equipment in their class rooms. The technology is similar to a Smart Board and is more cost effective. The projector would be used for technical training and would also be available for city-county departments to use. Art said the new projector would be installed

in the Training Facility. He would also like to look at updating that room so it would work as a conference room setting as well as a training facility. **Commissioner Ellison said while he appreciates hearing about new technology, he would defer purchasing decisions in a set amount of say \$5,000 to \$10,000 and below, to the director. He said he would like to make it a motion. Andy seconded the motion and requested more discussion.** He asked Art if he believed he already had that authority. Art replied typically throughout the year expenditures are made if there is budget to cover them. Ron asked if the Smart Boards the enterprise has purchased are now obsolete. Art said they perform the same function. Ron said he would like to keep that in mind for future requests. ***The motion Passed.***

Cash Flow Analysis: Nancy Everson provided an updated cash flow report. Ron noted the ending reserved balance is \$830,911 and that is a good place to be. Nancy said without the Ortho Imagery Project the projected reserve amount would increase to \$900,000 reserve and is looking good.

Ron asked Nancy if there would be a cost allocation change this year. Nancy said changing the allocation is not an easy process and with the Microsoft Migration things may significantly change. Art added, once the migration has taken place, costs will be clearly identifiable at a department level. Nancy said the bottom line is the IT&S department needs to collect 1.7 million from City and County users and that will be reflected in some sort of cost allocation to every department. Ron asked if the 2017 numbers had been updated. Nancy said yes, and we are almost at the break-even point; she said position vacancies, funds not used from capital, along with the 4% increase, has lent to significant progress. Ron asked if she had built in the 4% for FY18 as well, Nancy said she had. She had also built in the revenues for grants received. Dan said he was comfortable with a 4% increase this year.

Ron suggested accepting the Base budget, Capital Improvement Plan, Cash Flow Analysis with a 4% rate increase, and the lone new IT Request, recognizing if something changes between now and budget work session, discussions be held at the joint work session. Andy agreed, and made the motion to accept Ron's suggestion, Dan seconded the motion, motion passed.

Microsoft Migration

Art reported he brought forth a plan for migration to the Exchange Online platform in November. He said the cost for Exchange verses GroupWise would be a wash. Outlook would be \$72 per user, per year with 50GB mail box size and unlimited storage. This package also comes with full archival, e-discovery, legal hold and backup services. Art also recommended an E1 or 0365 web base license for all users at the cost of \$ 95 a year. He said this license provides One Drive for Business providing large file transfers for both Internal/External uses, Skype for business, as well as MS Office products to each user. Art

said the E1 license will not replace Virtual Desktops (VDI) as it does not have the AS/400 or Network Drives, or full blown Outlook Client, but would be more than sufficient for some users to get to their email, calendar, and access to Word and Excel. Ron asked if it would affect the use of virtual desktops. Art said it may impact the virtual desktop as some users now use virtual desktop as a means to get to a document and their email; for this level of user there is potential for cost savings. Commissioner Ellison said he would fall into that category and would no longer need a virtual desktop. The Board agreed with Art's recommendation. He reviewed the options: 1) E1/Outlook Web Access, 2) Virtual Desktop, and 3) A full blown desktop. Ron asked about training. Art said IT Staff will be reaching out and providing training. Nancy Everson said many of our users have used Outlook already. Art asked Ron and Nancy to remind the enterprise directors of the Frontline and its importance. They agreed. ***Nancy Everson made a motion to implement the E1 product, Ron seconded the motion. Motion carried.***

Virtual Desktops: Art said currently there were 160-170 desktops. There are some limitations to the virtual desktop technology, and once staff completes the MS Migration, they will work on virtual desktop performance issues. Art said users need to understand when they go to a virtual desktop; they will not have the peripherals other than a DVD drive. Printers and scanners do not work well with VDI. Staff will continue to work with them. Art said he still believes in the technology and uses it himself. The plan, with the Board's approval, is to continue to move forward. New users will automatically get VDI unless, a department director makes an operational decision, in their understanding they would rather have full blown machines for certain staff. Art said he would like the Board's endorsement. If there is a conflict with use of a virtual desktop, it would be a department head's decision. Ron said it was his understanding when there would be a 70 to 80% participation rate, but even 50% would be beneficial to IT Staff. He said he is Ok with the director making the call, and doesn't need a written policy, but would still like input from IT Staff. Art said it is not just the physical cost of the machine, it is the cost of the supporting software; there are a lot of benefits with VDI. Art reported Staff has found a possible solution, and will look more into it once the migration is complete. ***Andy Hunthausen made a motion stating all users will be migrated to VDI. An exception would require the approval of a department head and the County Administrative Officer or the City Manager. Dan Ellison seconded the motion, motion passed.***

Art then provided the Board with a work plan for the calendar year 2017 for their review.

Meeting adjourned. The next meeting will be held Thursday, April 14th.