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"Draft"
IT Board Meeting
January 13, 2011
3:30 PM
Room 211 City/County Building
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Roll Call

Eric Bryson opened the meeting with roll call.   Attending were Ron Alles, Eric Bryson, Scott Buswell, Andy Hunthausen, Dick Thweatt, Tim Magee, Nancy Everson, Steve Larson, Art Pembroke, and Bernie Miles.

Minutes of the preceding meeting and action thereon (10/14/10)

Scott Buswell made a motion to approve the minutes of the October 14, 2010 meeting, Dick Thweatt seconded the motion; the motion passed.

Base budget

Art reported the base budget was approved by the Steering Committee on December 8th. He said revenues are being held static again this year, no increase for FY12.

New IT Request

On December 22nd the Steering Committee reviewed the IT New Requests approving e-Learning and Vertigo Mail Box software. The committee denied the request for call reporting software and for enterprise wireless.

Capital Improvement

PCs, printers, and servers have been moved to the CIP. Three large CIP projects are being done this year are:

- The Storage Area Network System (SANS) –The benefits of the SANS are more storage, centralize backups, and reduced cost for replacement servers.
- Radio equipment will be replaced this year. The enterprise will move to a public frequency for municipalities. This will help with the link to the Golf Course which is having some interference issues.
- The Ortho Image update is scheduled for this fall but could be delayed depending on the Custer Avenue Interchange Project.

The enterprise will be migrating from its current central system to a web based system. Demos will be held in February for HTE's One Solution and Innoprise software. Tim Magee said timing is good for the transition in regards to the CIP. He said funds are available for the replacement of the iSeries so money is available for the hardware.

Helpdesk position. Eric asked Art about a possible helpdesk position. Art said the Health Department would like to partner with IT&S by paying for ½ of a helpdesk position which would be located at the Clinic. He is in favor of the position, but has not pursued it any further. He added the clinic may pursue a halftime position. Scott said there are a lot of people who want to work half time or job share.

A cash flow analysis spreadsheet was disseminated as part of the budget packet, but not discussed.
Scott Buswell made a motion to accept the budget as presented, Ron Alles seconded.   Motion passed.

Enterprise Wireless. Steve Larson spoke on behalf of the Steering Committee. He said the Steering Committee did not vote in favor of the Wireless project because they did not want to see an increase in rates . Another concern was for the Health department, they already have a wireless system in place and do not want to pay additional for enterprise wireless. Steve said the committee however, is in favor of the project if it were to be funded by the city and county on the administrative level. The committee felt instead of having several stand alone wireless devices, it would be best to have one central controlled system making it easier and more cost effective to manage. Once the backbone is in place, departments would budget for access points.

Ron asked if the Health Department would be tied to the backbone. Art said not initially, but when their equipment came up for replacement they would.   Ron asked if the project could go through IT and not charge out health. Nancy said it could. Tim suggested, it could be funded like GIS/Addressing, funds coming from the general fund. Art said project funds would only be for the initial procurement. Once the system is in place the cost would be rolled into network costs.   Scott asked if Health had a CIP item for the replacement of their wireless equipment? If so, they could drop it and the enterprise would handle it when the system needs to be replaced.

No action was taken regarding enterprise wireless at the board level. Ron and Eric will take the separate requests for funds forward to the respective commissions. In the meantime, any new wireless requests would not be approved until there is a centralized or enterprise wide solution. All agreed.

IT Board Organization – Proposed changes:
ARTICLE IV. MEMBERSHIP- BOARD OF DIRECTORS.
Section 2. The information technology executive appointed from the community at-large will serve a two-year term. If the board and the appointee at-large is willing, he/she may be appointed to successive terms. second two-year term.
ARTICLE V.   OFFICERS - BOARD OF DIRECTORS.
Section 1. The chairman will rotate between the city and county board members. be alternated between the county commissioner and the city commissioner board members. The chairman's annual term will begin at the first regular meeting in January of each year.
ARTICLE VI.   MEETINGS - BOARD OF DIRECTORS.
Section 1. Regular meetings of the board will be quarterly or scheduled as necessary.   monthly and at a time and date to be established during the first board meeting. The first meeting must be held within 30 days of the date these bylaws are adopted.
Section 4.   Voting may be done with e-mail.   will be done in person, with no proxy votes allowed. An alternative may vote if appointed in accordance with Article IV, Section 3.

Eric said he had concerns about term limits. Andy Hunthausen made a motion to accept the changes and recommend them to the two commissions. Ron Alles seconded the motion. Motion passed.

Director's Report
Database Analyst Position – Art is working with County HR to get the position filled.
Server Room Security Project Update – The project is complete. Fire suppression is in place. Security is also in place, entry is now done with key fobs and is being tracked.
Telephone Project – The project is slated to be complete mid-February with an estimated cost savings of $35,000 reduction in phone expenses..
Office 2007 Roll Out – Software is being rolled out department by department. Training is going well.

Classes are available with Ellen Bell, or can be taken on-line training via the Intranet.

MS Windows 7 Status – All new PCs are being ordered with Windows 7 installed on them.

Blackberry – There are only eight people using Blackberries and the enterprise pays maintenance on 50 licenses. The Sheriff did pay for the server and licenses upfront. The ongoing costs are being paid for by IT&S. There are not enough people using the devices to cover the maintenance cost. Ron suggested reducing the number of licenses if they are not being used.

Adjournment.