

## COMMITTEE REPORT

**COMMITTEE:** Information & Communications Technology  
**CHAIRMAN:** Gerald Bennett  
**DATE/TIME:** July 30, 2014, 5:00 pm.

**PRESENT:**

<input checked="" type="checkbox"/> Gerald Bennett	<input type="checkbox"/> Margie Montelius	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Steven McIntyre	<input checked="" type="checkbox"/> John O'Boyle	<input checked="" type="checkbox"/> Terry Stoffregen

Others: Joe Kratcha, GIS/IT Coordinator  
Dan Reimer, County Administrator  
Sgt. Mike Moser, Sheriff's Office

### MINUTES

- 1. Call to Order and Roll Call.** Chairman Bennett called the meeting to order at 5:00 pm. Roll call was taken with all Committee members present except McIntyre and Montelius. A quorum was established.
- 2. Citizens Comments.** None
- 3. Review and possible action of Committee report for the meeting on June 25, 2014 (attachment).** Stoffregen made a motion to approve the minutes as presented. O'Boyle seconded and it was approved with McIntyre and Montelius absent.

*McIntyre arrived at 5:03 pm.*

- 4. GIS Update (attachment).** The Committee reviewed the monthly GIS update.
- 5. Review and possible action on status of GIS Automation Fund (attachment).** The Committee reviewed a memo prepared by Kratcha and the seventh month revenue report for the GIS Automation Fund. The GIS Automation fees are still down \$22,452 compared to the same time last year. The shortfall is being caused by lower numbers of documents being recorded in the County Recorder's Office. At the previous meeting, Kratcha was advised to prepare options for increasing revenue or decreasing expenses. These options were reviewed by the Committee. After a lengthy discussion, McIntyre made a motion to state for the record that the Committee does not want to cut staff or services provided by the GIS program and to empower the GIS/IT Coordinator to go in the direction of reducing expenses by reallocating salaries and benefits for time spent on IT and website tasks by staff that are currently being funded by the GIS Automation Fund to the General Fund and other special funds that contribute interfund transfers for IT support. In addition the funding from the Health Department currently being transferred to the GIS Capital Equipment and Investment Fund (064) should be changed to be transferred into the GIS Automation Fund (058). Smith seconded the motion and it was approved unanimously. Smith then made a motion to review the minimum reserve fund balance policy for the GIS Automation Fund (058) and make changes if applicable. McIntyre seconded and the motion carried.
- 6. Website Update (attachment).** The Committee reviewed the monthly website update.
- 7. Information Technology Update (attachment).** The Committee reviewed the monthly IT update.
- 8. Continued discussion about after-hours IT support.** Kratcha informed the Committee that after-hours IT support was discussed at the Executive Committee meeting on June 30th and additional information was being gathered for discussion at a future Executive Committee meeting.

**9. Review and possible action of the SpyGlass Telecommunication Audit (attachments).** The Committee reviewed the findings for the telecommunication audit. McIntyre made a motion to recommend to the County Board approval of The SpyGlass Group's recommendations to implement the annual savings identified and totaling \$2,601.72 and potential one-time cost recovery savings for the Health Department DSL service as presented. O'Boyle seconded the motion and it was approved.

**10. Continued discussion on local and long distance phone service.** After some discussion on this matter, the Committee asked Kratcha to contact CallOne to see if a representative could attend the next Committee meeting.

**11. Other Matters.** None.

**12. Citizen's Comments.** None.

**13. Adjourn.** McIntyre made a motion to adjourn at 6:39 pm. Stoffregen seconded and the motion passed.

**The next Committee meeting will be on Wednesday, August 20, 2014 at 5:00 pm in the Jo Daviess County Board Room.**