

## COMMITTEE REPORT

**COMMITTEE:** Information & Communications Technology  
**CHAIRPERSON:** Vince Hasken  
**DATE/TIME:** November 30, 2005 5:45 pm

**PRESENT:**

Berlage

Montelius

Toepfer

Cooper

Petitgout

Hasken

Other Board Members: None

Others: Joe Kratcha, GIS Coordinator  
Reggie Polfer, Wizard Computers, Inc.

*Chairperson Vince Hasken called the meeting to order at 5:50 pm. Four committee members were present resulting in the establishment of a quorum.*

1. **Review of Committee Report for the meeting of October 26, 2005.** Bill Cooper made a motion to approve the Committee Report for the meeting of October 26, 2005. Sally Toepfer seconded the motion. The motion was approved unanimously with Tim Petitgout being absent.
2. **Email Server Update.** Reggie Polfer of Wizard Computers, Inc. provided the Committee with an update on the email server project. He stated that all email accounts in the Sheriff's Office, Courthouse, and Health Department have been moved to the new email server. The Highway Dept email accounts will be moved in the next day or two. Mr. Polfer also showed an example of how the new email accounts will be available to employees through a website allowing email access to be available to employees when they are outside of the County facilities.
3. **Website Update (attachment).** Joe Kratcha presented the monthly website update to the Committee including the monthly statistics. He showed the new design on the County website. The Committee asked if the statistics could be placed in alphabetical order as opposed to numeric order based on use and Joe stated that he would begin doing so.
4. **GIS Update (attachment).** Joe Kratcha presented the monthly GIS Update. He noted that a vendor would soon be selected for the proposed orthophotography project and he would like to hold a special Committee meeting prior to the December 13<sup>th</sup> County Board meeting so that a recommendation may be made to the full County Board to begin working with the selected vendor and interested communities in the County on a proposed contract. The Committee set a special meeting for 6:30 p.m. on December 13 prior to the County Board meeting.

5. **Goals & Objectives – List of manual tasks that could be automated.** As requested by the Committee at the October meeting, Joe Kratcha presented a list of manual tasks that could be automated from several County Departments. He also noted that there has been considerable discussion and support for creating an Information Technology position if feasible. The Committee asked Joe to get some cost estimates for these items and they will continue to discuss this at the December Committee meeting.

There being no further business, the meeting was adjourned on a motion by Bill Cooper Seconded by Margie Montelius.

**A special Committee meeting will be held on Tuesday, December 13, 2005 at 6:30 p.m. in the Jo Daviess County Board Room.**

**The date of the next regularly scheduled meeting will be Wednesday, December 28, 2005 at 5:45 p.m. in the Jo Daviess County Board Room.**