

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF FEBRUARY 9th, 2012

Committee Vice-Chair Marty Fannin called the meeting to order at 5:00 p.m. in the meeting room on the 2nd floor of the Pontiac Public Library.

Present: Fannin, Allen, Campbell, Koerner, Steichen,
Absent: Holt, Woodburn,
Also Present: Bill Fairfield, Alina Hartley, Scott Koepfel,

Fannin called for any additions or corrections to the agenda. *Motion by Koerner, second by Steichen to approve the agenda as presented.* **MOTION CARRIED WITH ALL EYES.**

The Committee reviewed the minutes of the December 8th, 2011 meeting. Allen noted that she and Koerner were listed as both present and absent; they were both absent for the December meeting. *With the noted change the minutes were approved on a motion by Steichen, second by Fannin.* **MOTION CARRIED WITH ALL EYES.**

Department Report– Koepfel provided his monthly department report to the Committee. Koepfel reported that most of the servers have been relocated to the Law & Justice Center server room, because once the courthouse renovation is complete all of the other buildings will connect back to the LJC.

Koepfel reported that we began using Facility Dude to track maintenance/IT requests for a little over a month now. Koepfel reported that he received 77 requests submitted through the program to date. Koepfel stated that not all requests are submitted through the program, but it is helpful especially when there are issues first thing in the morning.

Koepfel reported that there is an issue with Advanced Printer Control in the bookkeeping department. Koepfel stated that the newest version was installed to resolve the issue, but now custom forms are not appearing. Koepfel reported that he will continue to work with both Blackbaud (fundware) and APC.

Koepfel further reported that there is an issue with the PC that was provided with the LJC to run the security system. Koepfel stated that he believes the issue is that the security program does not work well with Windows 7. Koepfel stated that he is working on rebuilding an old PC to be used for security.

Motion by Steichen, second by Campbell to adjourn. **MOTION CARRIED WITH ALL EYES.** Meeting adjourned at 5:14 p.m..

Alina M. Hartley
Administrative Resource Specialist