

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF APRIL 5th, 2012

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

Present: Holt, Fannin, Allen, Koerner, Woodburn,

Absent: Campbell, Steichen,

Also Present: Bill Fairfield, Alina Hartley, Scott Koeppel,

Holt called for any additions or changes to the agenda; with none being requested the agenda was approved as submitted.

The Committee reviewed the minutes of the March 8th, 2012 meeting. *Motion by Koerner, second by Fannin to approve the minutes of the March 8th, 2012 meeting.* **MOTION CARRIED WITH ALL AYES.**

Department Report– Koeppel provided his monthly department report to the Committee. Koeppel reported there have been some issues that have come up recently with the security system and programs at the Law & Justice Center. Koeppel stated that these items have been under warranty so far, but Koeppel questioned whether he or maintenance should budget next year for possible repairs. Discussion took place. Consensus of the Committee is that these items should fall under IT.

Koeppel reported that he worked with Bennett to change the settings on the recording system and DVRs. Koeppel stated that they needed to balance the quality of the footage with the length of recordings. Koeppel reported that working with Bennett he has been able to learn more about the administration of the system.

Koeppel reported that there was an echo issue with the video arraignment system. Koeppel stated that one of the issues was poor sound quality at the jail. Koeppel reported that a new microphone was added and equipment was moved around; the system seems to be working better now.

Koeppel reported that several conference bridges have been set up for various offices to allow for conference callsted that. Koeppel stated that the bridges allow up to six callers to call in on one line for conference calls.

Koeppel reported on various printer issues. Koeppel stated that he assisted in setting up and breaking down the election equipment. Koeppel reported that the election went well; results were posted on the website and at the Law & Justice Center. Koeppel reported that he also assisted with the re-tab.

Koeppel reported that he has worked with Linda Daniels on the job postings on the website now that Terri is gone. Koeppel further reported that Hartley is now posting agendas and minutes for committee meetings. Koeppel stated that he is working with Chuck Schopp on getting the

zoning information listed. Koepfel stated that he hopes to have this done by the end of the month.

Motion by Fannin, second by Allen to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 5:28 p.m..

Alina M. Hartley
Administrative Resource Specialist