

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF JUNE 4th, 2013

Committee Chair Kathy Arbogast called the meeting to order at 4:06 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Arbogast, Allen, Campbell, Cohlman, Gerwin, Yoder

Absent: Ritter

Also Present: Marty Fannin, Louis Kehinde, Alina Hartley,

Arbogast called for any additions or changes to the agenda with none being requested. *Motion by Yoder, second by Cohlman to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the May 7th, 2013 meeting. Gerwin requested the minutes be amended to change the second line under the monthly department report to state “separately” in lieu of separate, and “monthly” in lieu of month. Gerwin further noted that there was a motion made, seconded and carried to approve the CIRBN Agreement. *Motion by Cohlman, second by Campbell to approve the minutes of the May 7th, 2013 meeting as amended.* **MOTION CARRIED WITH ALL AYES.**

Department Report – Kehinde reported that the biggest issues so far have been with the Assessors office. Kehinde stated that both the software and hardware are quite older. Kehinde stated that the server at the Law & Justice Center is able to support the program and has the capacity. Kehinde stated that there are several computers still running on windows xp; Kehinde stated that he didn’t currently have an estimated number, but would work towards gathering that information.

Kehinde reported that the LEMS server for the jail went down, likely due to a bad update. Kehinde stated that they were down approximately 2.5 hours, but it took 3-4 days to get everything back in order. Kehinde noted that both Sear Computer Services and NetSource were called in to assist with the issue. Kehinde estimated approximately 10 hours of consulting time. Discussion took place regarding a possible back up plan should this happen in the future. The Committee questioned the possibilities and what the exposure would be.

Kehinde reviewed his draft budget with the Committee. The Committee will continue to review the budget and discuss at their next meeting. Hartley reviewed the status of the FY13 budget with the Committee. Hartley noted that there are currently 4 line items that are over what they should be. Hartley stated that the telephone line item will definitely need a transfer of funds and the consulting fees will likely need a transfer of funds. Hartley stated that she will continue to assist Kehinde in monitoring the budget expenditures. Hartley stated that there will likely be an amendment to the budget done for the Sheriff’s Department, so the Committee may wish to request a budget amendment at the same time.

County Website Update – Kehinde stated that he has not had time to work on the County Website. Gerwin stated that the Health Department had added quite a bit of information to their

website regarding animal control. Gerwin requested a link be added to the county website for animal control.

Motion by Campbell, second by Yoder to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 4:58 p.m..

Alina M. Hartley
Administrative Resource Specialist