

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF SEPTEMBER 3rd, 2013

Committee Vice-Chair Vicki Allen 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 Allen to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the June 4th, 2013 meeting and the notes that were taken on August 6th, 2013 due to a lack of quorum. *Motion by Gerwin, second by Yoder to approve the minutes as presented.* **MOTION CARRIED WITH ALL AYES.**

Department Report – Kehinde reported that all workstations in the Assessor’s office can now view the map viewer. Kehinde stated that there are still some issues now and then, which the provider blames on the county network. Kehinde stated that he does not think that it is a network problem, but the County will be switching over to CIRBN soon so time will tell. Kehinde stated that the judicial department received new pc’s and monitors. Kehinde reported that the Resident Circuit Judge and Chief Secretary will be testing a new digital dictation and transcription software. Discussion took place regarding possible software. Gerwin will find out what software the hospital uses for this application as it is known to work well.

Kehinde reported that CIRBN is up, but a switch needs to be installed and he will need outside help. Kehinde stated that new IP addresses will need to be assigned. Kehinde stated that he has had conversations with RK Dixon regarding monitoring ink levels remotely. Kehinde stated that he went around with Kathy to show her the server rooms as there is a lot more equipment than what he saw when he was given a tour. Arbogast suggested that the Committee take a tour to view the equipment themselves. A special meeting was scheduled for October 8th at 1:30 to tour the equipment/server rooms for each building.

FY 2014 Budget – The Committee reviewed the draft FY 2014 budget. Discussion took place. Consensus of the Committee was to reduce the supply line item to \$1,350, omit the \$2,300 line item for UPS, and reduce the telephone line item to \$90,000. Discussion took place regarding the consulting line item. Kehinde stated that he would like to have a survey done of the current equipment and a diagram showing how things are connected. Kehinde stated that he currently does not have a list of equipment. Kehinde stated that he will need to contract someone to complete that work. Hartley noted that all computer equipment is inventoried and available for his review. Hartley further noted that a similar survey was previously done and possibly could be updated. *Motion by Yoder, second by Allen to approve and forward the IT budget to finance with the outlined changes, leaving the consulting line item as presented for the time being.* **MOTION CARRIED WITH ALL AYES.**

Executive Session – Pursuant to 5ILCS 120/2 (c) (1) – Personnel Matters, there was a *motion by Yoder, second by Cohlman to go into Executive Session.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye, none Nay.

Executive Session began at 4:58 p.m.

Regular Session resumed at 5:28 p.m.

Action Resulting from Executive Session – None.

Motion by Yoder, second by Allen to adjourn. **MOTION CARRIED WITH ALL EYES.**
Meeting adjourned at 5:29 p.m..

Alina M. Hartley
Administrative Resource Specialist