

LIVINGSTON COUNTY BOARD
INFORMATION & TECHNOLOGY COMMITTEE
MINUTES OF NOVEMBER 5, 2013

Committee Vice-Chair Vicki Allen called the meeting to order at 4:00 p.m. in the committee room in the Livingston County Historic Courthouse.

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

Absent: Arbogast

Also Present: Marty Fannin, Louis Kehinde, Alina Hartley, Mike Shaughnessy, June Slagel, Carl Borngasser, Mark Runyon, Bill Mays

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

The Committee reviewed the minutes of the October 8, 2013 meeting. Gerwin requested that language be added to clarify that Dictation Buddy is a software. Gerwin further requested that “pc” be capitalized “PC”. *Motion by Yoder, second by Ritter to approve the minutes. MOTION CARRIED WITH ALL AYES.*

Department Report – Kehinde reported that the Highway Department, Public Health and Mental Health have been switched over to CIRBN. Kehinde stated that the Sheriff’s Department will be the next department to cutover. The Law & Justice Center and Historic Courthouse will be the last buildings switched over to CIRBN.

Kehinde reported that the new Livingston County Sheriff’s website has been taken down at the request of the new Sheriff, Al Lindsey. Kehinde reported that the county website has been down since November 1st. Kehinde reported that he has had difficulty working with Verio, who is indicating that the website was compromised and is being investigated by their Security and Abuse Department.

Kehinde reported that he received a request to add access to the website, www.illinoislegalaid.org to the law library computer. Kehinde stated that this computer can now access both Westlaw and Illinois Legal Aid. Kehinde stated that the Jail Superintendents acquired a PC to be used as a Law Library for detainees with restricted access to www.plol.org only.

Kehinde reported that a 50% deposit has been paid to Creative Technologies to order the new computers for master control. Kehinde stated that the computers should be ready in three weeks.

Hartley reviewed the status of the county telephone bills with the Committee. Hartley reported that the average telephone expense for the first six months of the year was \$14,446.89, and the approximate average for the last six months is estimated at \$5,703.41 (with one month to go). Hartley stated that the telephone expenses exceeded \$20,000 during the month of January, but have now been reduced to just over \$4,000. Hartley stated that she estimates the monthly telephone expense will average \$4,000 - \$5,000 for FY 2014, depending on if there are any

equipment purchases or service calls. Hartley stated that since the Committee is looking at adding additional personnel to the department, the Committee could consider reducing the telephone line item adding funds to cover the cost of additional help. Hartley reviewed estimates for part time help prepared by Linda Daniels. Discussion took place. It was noted that the Committee could continue discussion on whether or not to hire or contract the work, but what needed to be decided this month was the allocation of funds due to the timing of the budget. *Motion by Ritter, second by Yoder to move \$20,000 for the telephone line item to utilize for a part time IT assistant. MOTION CARRIED ON VOICE VOTE.*

Tracking Tools & Equipment for IT – Gerwin stated that she requested this line item be added to the agenda. Gerwin stated that she would like to see what types of software is available to track inventory for both IT and the Maintenance Department. A lengthy discussion took place. Consensus of the Committee was that this was not an IT issue.

Motion by Yoder, second by Cohlman to adjourn. MOTION CARRIED WITH ALL EYES.
Meeting adjourned at 4:52 p.m..

Alina M. Hartley
Administrative Resource Specialist