Dodge County, State of Wisconsin Information Technology Wednesday, July 31, 2013

Minutes of the Wednesday, July 31, 2013 Information Technology meeting held in the Dodge County Administration Building, in Room 1A, 1st floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:00 PM.

Members Present:

Duchac, Bobholz, Houchin

Members Excused:

Schwartz, Maly

Also Present:

Ruth M. Otto, Director of Information Technology, Jim Mielke, County

Administrator

Meeting called to order at 6:36 PM by Chair Duchac

Committee Chair Duchac acknowledges that sufficient members of the Information Technology Committee are present and therefore there is quorum at start of meeting.

Committee Chair Duchac confirms compliance with open meetings law following brief posting report by IT Manager.

Motion by Bobholz, seconded by Houchin, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments.

No Committee Member reports.

Motion by Houchin, seconded by Bobholz, to approve minutes from Wednesday, June 19, 2013 of the Information Technology Committee meeting. Motion carried.

Ruth Otto presented to the Committee members the decision to reorganization the IT Department. The process of documenting the needs of the County, analyzing the current staff and their positions and determining some adjustments to either better support the County or improve the situation as members of the staff were handling a job that they were not being identified as doing. The committee saw the value of the changes and agreed with the Resolution that would be presented to the Board in August. The resolution would eliminate several positions and add several new positions.

- Eliminate Network Technicians, IT Manager/Project Administrator, Technical Support Specialist, (1) Systems Analyst PT
- Add Network Administrator, Database Administrator (2), IT Trainer/Social Media Coordinator, And Technical Services Lead.
- Adjust titles of Network Analysts to Technical Services Specialists
- All job descriptions are now in the hands of our consultants to determine FLSA and grade.

Under the IT Director's report the following were summarized and reviewed:

- Update on the core of the status (anticipate the kickoff meeting the week of 8/12).
- Continuing to make progress with Henry Dodge move as well as the New World install.
- Shared the plan to eventually retire the AS400. Taking the move over time with the first move is upgrading to the SQL version of Kronos (Workforce) and moving to it for all HRIS, Payroll, Scheduling and Payroll. The next step (2015) is a new financial suite to replace JDE, Treasury, ROD and Land Information. This will be a multiple year rollout.
- Discussed highlights of planned requests for the 2014 budget
- Update on the Time Tracking Committee met and saw the demo of Kronos which inspired more demos of the parts of Kronos. The Social Media Committee had not met from the last meeting.

Consideration for IT Purchases and Procurement of Services:

1) Purchase of driver's license scanners for the Sheriff's Patrols Division for \$5418. This is a grant revenue purchase from the DOJ for Alcohol, speed enforcement and seat belts. The grant money total is \$4999 and remaining amount, \$419, will come from 2021.5818. Motioned by Houchin, seconded by Bobholz. Motion carried.

Suggested next committee meeting date: Wednesday, August 14, 2013 at 6:00 AM in Room 1A, 1st floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Motion made by Bobholz, seconded by Houchin to adjourn the meeting. Meeting adjourned by Chair Jeff Duchac at 7:31 PM. Motion carried.

James Houchin, Secretary