Dodge County, State of Wisconsin Information Technology Wednesday, October 16, 2013

Minutes of the Wednesday, October 16, 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, Schwartz

Members Excused: Maly

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

Administrator

Meeting called to order at 6:00 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 Schwartz, 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 Bobholz, seconded by Houchin, to approve minutes from Wednesday, September 18, 2013 of the Information Technology Committee meeting. Motion carried.

Susie Mueller presented to the Committee the Social Media policy draft. The committee felt the policy was good and required no changes. Motion by Duchac, seconded by Schwartz to proceed to HR Committee with policy. Motion carried.

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

- Policy for handling data/security when employees start and leave the County agreed to put together a draft of such a policy. It was also recommended to assemble a policy to standardize email signatures.
- Update on the core replacement the core is in the process of being implemented with the expectation to fully shutdown the old core on 10/28.
- New World the systems are ready for go live on September 24rd.
- JDE/Vertex upgrade the testing is going well and it is planned for go live on the upgrade on 11/4.

- Kronos / iSeries replacement the first step in phasing out the iSeries is Kronos. This includes HRIS, Payroll, Time and Attendance and Activities (Labor Costing). This project will start at the first of the year.
- 2014 Budget shared the submitted budget and discussed the highlights of the budget.

Consideration for IT Purchases and Procurement of Services:

1) Recommended by Ruth M. Otto to renew maintenance for iSeries Kronos in the amount of \$14,972.48. Motion made by Schwartz, seconded by Houchin. Motion carried with the condition of not to exceed \$14,972.48.

Suggested next committee meeting date: Tuesday, November 12, 2013 at 7:45 AM in Room 224, 2nd 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 7:22 PM. Motion carried.