

Those present:

Office	Name	Present (P) Voting (V)	Representative	Present (P) Voting (V)
Voting Members (13 total)				
Auditor	Jon Slater	PV	Mark Conrad Ed Laramée	P
Board of Elections (Opposing Parties)	(Mary) Jane Hanley	PV	Beth Lane	
Board of Elections (Opposing Parties)			Brett Riffle	PV
Clerk of Courts	Branden Meyer	PV	Kelly Turben Jessica Murphy	
Coroner	Thomas Vajen		Luann Davidson	
County Commissioner	Carri Brown	PV	Steve Davis David Levacy Rachel Elsea Staci Knisley	
Developmental Disabilities	John Pekar		Beth Seifert Robert Lovell Ned Albasha	
Engineer	Jeremiah Upp		Eric McCrady Jeff Camechis Cheryl Downour	PV
Judge	Richard Berens		Jillian Boone	PV
Prosecutor	Kyle Witt		Joshua Horacek Kirk Shaw Amy Brown-Thompson	PV
Recorder	Lisa McKenzie			
Sheriff	Alex Lape		Marc Churchill Jeneanne Smyers	
Treasurer	Jim Bahnsen	PV	Michael Kaper Jennifer Effinger Belinda Nebbergall	P P
Total Voting Members Present (marked PV)		9		
Total Representatives Present But Not All Voting (Marked P)		12		

Observers:

LeAnna Shaeffer	Diana Steckman	Dave Burgei	Tony Vogel
Ned Albasha	Levi George	Todd McCullough	

Total observers present:

Total Present:

This meeting was held via GoToMeeting and the Commissioners Hearing Room. The GoToMeeting option was there to help maintain social distancing.

1. Parking Lot

IT Project Proposal Template

Please fill out, to the best of your ability, the IT Project Proposal Template for any information technology projects that your department is possibly considering in the next five years. These proposals are due by January 31 and should be returned to Mark Conrad.

Distress button

Many offices already have panic buttons deployed. The “distress button” being proposed here would be for a “button” of some sort to be on staff Windows desktops so that if they perceived a threat, they could simply click that button to notify an appropriate party that they needed help. Pressing this button would provide the name and location of the person who pressed it. IT is researching this possibility. This would be in addition to the existing panic buttons.

Softphones

A softphone is software on your laptop or Windows tablet that can take over your desk phone extension, so that all calls to your desk phone show up on your computer. You need a headset with a microphone to use a softphone on your device, and you must be connected to the county network via the VPN. This allows you to work from home (or other location outside your office) and still answer your desk phone. If anyone would like to have this installed on their device, please contact IT.

Password manager

IT is looking into password managers, software that will manage your passwords to the myriad of systems that you need password for, so that you only need to remember one password to unlock the rest. IT is looking for something that answers this need but is also secure and works within the current county tech environment.

3. New Business

Mark Conrad reminded all the voting members to provide a letter stating who their designated representatives would be if they were not present themselves at Data Board meetings.

Mark Conrad also noted that there was an industry-wide LCD shortage, which was going to delay the manufacture and shipment of devices that use LCD screens, such as commercial laptops.

4. Around the Table

Carri Brown proposed putting together a telecommunications subgroup to work on the next steps for the county phone system upgrade or replacement. The current proposed members are Jay Mattlin (tech information), Staci Knisley (billing information), and someone from the prosecutor’s office (contract and RFP information).

We also should talk to Sheriff Lape about the current state of sheriff’s tech proposals as well as the point of contact for those proposals.

Jon Slater announced that Mark Conrad was retiring and the county would be seeking his replacement, as well as having discussions about how this affects both the IT department and the records management of the county. He thanked Mark for his service to the county.

Carri Brown also thanked Mark for his service to the county in various capacities throughout the years.

Michael Kaper discussed the possibility of the Land Bank utilizing the Data Board for Records Commission type of services.

5. Proposed Meeting Dates

- Wednesday, April 14, 2:00 PM, Commissioners Hearing Room
- Wednesday, July 21, 2:00 PM, Commissioners Hearing Room
- Wednesday, November 17, 2:00 PM, Commissioners Hearing Room

6. Adjourn	1 st Branden Meyer	2 nd Jon Slater	In favor 9	Opposed 0	Abstain 0
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