

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 P
Board of Elections (Opposing Parties)	(Mary) Jane Hanley		Beth Lane	
Board of Elections (Opposing Parties)			Brett Riffle	
Clerk of Courts	Branden Meyer	PV	Kelly Turben Jessica Murphy	
Coroner	Thomas Vajen		Luann Davidson	
County Commissioner	Carri Brown	PV	Steve Davis David Levacy Mike Kiger Rachel Elsea Staci Knisley	
Developmental Disabilities	John Pekar		Ray Schmidt Beth Seifert Robert Lovell	
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	Gene Wood		Lisa McKenzie	
Sheriff	Dave Phalen		Alex Lape Jeneanne Smyers	PV
Treasurer	Jim Bahnsen		Michael Kaper Jennifer Effinger	PV
Total Voting Members Present (marked PV)		8		
Total Representatives Present But Not All Voting (Marked P)		10		

Observers:

Sherrie Ledgett	Levi George	Jay Mattlin	Belinda Nebbergall
Dave Burgei	Dave Miller	Jon Kochis	

Total observers present: 7

Total Present:

1. Approve forms

Form Type	Dept.	1 st	2 nd	In favor	Opposed	Abstain
RC-3	Auditor Real Estate	Carri Brown	Branden Meyer	7	0	0
RC-3	Probate 50 Years	Jon Slater	Alex Lape	7	0	0
RC-3	Probate	Carri Brown	Branden Meyer	7	0	0
RC-3	JFS	Branden Meyer	Alex Lape	7	0	0
RC-3	Clerk of Courts	Carri Brown	Jon Slater	7	0	0

2. Around the Table

Branden Meyer: RC-2 for Clerk of Courts will be coming for the next meeting. The Records Center has staff that are there until 4:30 PM Monday through Thursday.

Health District: Laptops have been updated.

Treasurer: We worked with the Auditor, Treasurer, and the Records Center to get the records moved.

Carri Brown: Thank you to all departments for getting records moved to the Records Center and out of Drew Shoe. We will be repurposing or salvaging the shelving left at Drew Shoe.

We have budgeted for a position to be shared by HR and the Records Center, but have not filled that position yet.

Jay Mattlin: Thank you to everyone for everyone’s patience and help getting ESS and Executime set up and operational.

Carri Brown: We have a debriefing group for Executime, where we discuss its implementation and use, including both challenges and sharing successes. If you want to participate, please contact Carri.

Jon Slater: I appreciate everyone’s help with Executime implementation.

New imagery is coming to AccuGlobe.

Jon Kochis: Continuity of Operations is being reviewed.

February 6 Time with Commissioners will be held at the EMA Conference Room, beginning at 8:00 AM.

Jillian Boone: The second eServices portal for CourtView has been implemented, giving staff wider access to CourtView information, including images, through the website.

CourtView To Go has also been implemented, which makes the courtroom calendars available to staff and outside attorneys.

Mark Conrad: We continue to update and upgrade Windows 7 computers. If you have any in your area, please contact IT.

Jillian Boone: Could we get a list of all the on-line trainings that are to be taken by the end of the year, including email address of what you will receive, and send that to supervisors? It will help the supervisors to keep track of what trainings staff should be doing.

7. Next Meeting Dates

- Wednesday, April 15, 2:00 PM, Commissioners Hearing Room
- Wednesday, July 15, 2:00 PM, Commissioners Hearing Room
- Wednesday, November 18, 2:00 PM, Commissioners Hearing Room

8. Adjourn	1 st Jon Slater	2 nd Jillian Boone	In favor 8	Opposed 0	Abstain 0
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