



## Glenn County Information Services Coordinating Committee

### ~MINUTES~

**WEDNESDAY, January 21, 2009**  
**HRA Conference Room, Willows**

Present:

|                               |                     |                       |
|-------------------------------|---------------------|-----------------------|
| Dan Obermeyer, PPWA           | Kim Gaghagen, HRA   | Sheryl Thur, Assessor |
| Di Aulabaugh, PPWA            | Robyn Krause, HRA   | Don Santoro, Finance  |
| Ian Ledbetter, AG/APCD/CUPA   | Merrie Wales, HRA   | Cathy Ehorn, Finance  |
| Jennifer Peters, Co Counsel   | Dave Shoemaker, CAO | Samantha Back, MITCS  |
| Grinnel Norton, Public Health | Sandy Soeth, CAO    | John Harris, MITCS    |
| Leigh McDaniel, Supervisor    |                     |                       |

#### **I. Convene Meeting**

Dave Shoemaker convened the meeting at 10:08am. Introductions were made.

#### **II. Approval of Minutes**

Mr. Shoemaker presented the minutes of December 17, 2008 for review and adoption. Dan Obermeyer made the motion to adopt; Ian Ledbetter noted that the program referred to in Member Reports was the Ag GIS program. Dan Obermeyer amended his motion to adopt the minutes with the noted changes. Sheryl Thur seconded the amended motion. All members present were in favor, motion passed.

#### **III. Scheduled Business**

##### **A. Digital Signature Encryption Demonstration**

Merrie Wales presented an overview of the proposal received from ARX. The WebEx demonstration began at 10:15am and lasted until 11am. General discussion ensued about the software's use. It was recommended that a subcommittee be formed and two other products be looked at.

##### **B. Alternative Backup Solution-Zenith**

No new information available, item tabled until next meeting.

##### **C. County Intranet**

Dave Shoemaker suggested that HRA's Intranet looked like it was a good venue for sharing information. Samantha Back suggested that it was cost prohibitive at this time as a Countywide tool. The server license being between three and five thousand dollars plus an additional license for each user that was several hundred dollars. Mr. Shoemaker added that Golden State Risk Management may be able to assist with the purchase using loss prevention funds.

##### **D. SIRE User Group**

Dave Shoemaker introduced the item and shared that he thought it was good idea to have commonality between the departments and the way they used the program. Consistencies in field names may lead to possible sharing of records. Members were asked to volunteer to participate. HRA, Assessor, PPWA and Finance volunteered to send a representative.

##### **E. Project Review**

Samantha Back reported that there were no major projects at this time. No need to rearrange any of the hours allocated to departments.

F. **10% Withholding Payment**

Mr. Shoemaker asked for comments regarding the services received to date and asked if any members objected to the withholding being released to the contractor. Hearing none Don Santoro made the motion to forward the 10% withholding to MITCS for the prior month. Kim Gaghagen seconded the motion. All members present were in favor, motion carried. Cathy Ehorn handed the check to Samantha Back.

**IV. Status Reports by Members**

***Merrie Wales, HRA***

Four major projects ongoing at HRA. Replacing 125 machines due to a change in vendor selected at the State level. Machines being replaced will be made available to other County departments.

***Sheryl Thur, Assessor***

Nothing new to report at this time.

***Ian Ledbetter, Ag/APCO/CUPA***

Using the Ag GIS program to issue permits.

***John Harris for Health Services***

Proceeding with desktop replacement, server upgrades and Citrix environment with encryption. Moving toward installation of Vista.

***Jennifer Peters, County Counsel***

Nothing new to report at this time.

***Dave Shoemaker & Sandy Soeth, CAO***

Safety tips are now a link on the County website. ATS phone system provider is going to begin disconnecting dead lines. IS Committee needs to review the contract with MITCS for renewal.

***Samantha Back, MITCS***

Sheriff & Probation are doing well, still looking at a new dispatch system which would be an upgrade to the current. Removed the old domain controller from the core. Personnel, Elections and Board office all running smoothly. Preparing for the move across the street.

**IV. Unscheduled Matters & Public Comment**

None

**VI. Schedule Next Meeting – February 18, 2009 @ BOS Conference Room, regular time 10:30am.**

Meeting adjourned: Noon

~ Respectfully prepared and submitted by Di Aulabaugh, Planning & Public Works Agency ~

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Members: David Shoemaker, Committee Chairman & County Administrative Officer; Don Santoro, Vice Chair & Director of Finance; Sheryl Thur, Assessor; Larry Jones, Sheriff; Dan Obermeyer, Planning & Public Works Agency Director; Kim Gaghagen, Human Resource Director; Scott Gruendl, Health Services Director; Brandon Thompson, Chief Probation Officer, Supervisor Leigh McDaniel