

# Glenn County Information Services Coordinating Committee

## MINUTES

Wednesday, August 12, 2009

**Present:**

David Shoemaker, CAO  
Erin Valdez, HSA  
David Jenson, MITCS

Cathy Ehorn, DOF  
Randy Murphy, PPWA

Merrie Wales, HRA  
Samantha Back, MITCS

**I. Convene Meeting**

David Shoemaker convened the meeting at 10:43 am and confirmed that there was a quorum.

**II. Approval of Minutes**

Minutes of July 15, 2009 were presented for review. David Jenson clarified his report in the Status Reports by Members section to state that the number of hits from the outside is in excess of 1,000 per day. Cathy Ehorn made a motion to adopt the minutes as corrected, Merrie Wales seconded, and all members were in favor. Motion passed unanimously.

**III. 10% Contract Withholding**

Members were asked if there were any reasons to withhold payment for last month's services. None were heard. Merrie Wales made a motion to release funds to MITCS. Cathy Ehorn seconded the motion. All members voted in favor, motion passed unanimously.

**IV. Status Reports by Members**

**Randy Murphy, PPW** – A wireless solution is going in at the landfill. Working on a date to rewire the Colusa Street location. Moving GIS and working on a virtualization project. The use of the help desk has dropped a lot. Problems reported with the current Blackberries. They would like to find a model with Direct Connect for the Facilities staff. Looking at Tough Book for Road Foreman with wireless connectivity in the field.

**Cathy Ehorn, DOF** – Waiting on approval for the USDA grant in order to upgrade BiTech. The conversion is planned for September or October. The CAMS payroll file conversion is almost ready. CIV is ready on the DOF side. There are changes in the banking software. The conversion should take place by the end of the month.

**Erin Valdez, HSA** – Reported on recent and upcoming facilities moves. Still waiting on IT plan approval from the state.

**Merrie Wales, HRA** – Spector is about 85-95% complete. Still need to configure reports for the Exec team. The electronic benefit statewide switchover is the weekend of 9/19. They are sending notifications out now. CIV is getting very busy. Testing is going well. The state is coming to do training. They are also working on encryption software to meet PII requirements.

**MITCS for Sheriff** – A new server, switches and router were installed. They are setting up new user profiles for everyone. Vista is installed in Dispatch and is working well. Two more machines still need to be installed in Dispatch.

**MITCS for BOS** – New server has been installed for at least a week and is working well. An extra partition was set up for OES so that there is another server for them to attach to.

**MITCS for Ag** – The new server is being installed today. GIS is on an older server, but they are talking about moving it to another location.

**MITCS for DA** – There are three new netbooks for court use.

**MITCS for County Counsel** – They will be working on document imaging.

**MITCS** – Windows 7 is to be released soon. This application is more stable than Vista. MITCS recommends that those clients still on XP wait for Windows 7 instead of moving forward with Vista. There is no update on the Continuity Plan. The password policy is implemented in the HIPPA departments. Desktop standardization is being implemented by departments. There are some exceptions that still need to be documented. A quote for the perimeter router/firewall was presented.

**V. Unscheduled Matters & Public Comment - None**

**VI. Agenda Items for Next Meeting**  
Demonstration of Intranet

**VII. Schedule Next Meeting – September 16, 2009 at 10:00 am at HRA**

**VIII. Adjournment**  
Meeting adjourned at 11:33 am