



Glenn County Information Services Coordinating Committee

~MINUTES~

Wednesday, August 18, 2010

Present:

Don Santoro, Finance (Chair)	Steve Soeth, Board Member	Sheryl Thur, Assessor
John Linhart, PPWA (Vice Chair)	Cathy Ehorn, Finance	Sendy Ibanez, Assessor
Scott Gruendl, HRA/HSA	Tina Brothers, AG	Samantha Back, MITCS
Merrie Wales, HRA	Jim Umenhofer, MITCS	David Jensen, MITCS

- I. **Convene Meeting** – Don Santoro convened the meeting at 10:32 am after it was determined that there was a quorum.
- II. **Scheduled Business**
 - a. **Approval of Minutes** – The committee reviewed the minutes of July 21, 2010. Sheryl Thur made the motion to approve the minutes and John Linhart seconded the motion. Don Santoro called for a vote, all members were in favor, motion passed.
 - b. **Payment of 10% Contract Withholding to MITCS** – Don Santoro asked all present if they had any issue with the services provided by MITCS in July. Hearing none Merrie Wales made the motion to approve the payment. Sheryl Thur seconded the motion; all members voted in favor, motion passed. Finance staff confirmed that they would put the payment in the mail.
 - c. **Antivirus Software License Renewal** – It was announced that the license for Trend Micro would be expiring on September 28, 2010 and the committee needed to decide if they would like to renew annually or for a term of three years. Mr. Santoro stated that he would need to look into the Data Processing budget to determine if funds were available for this purchase. Sandy Soeth shared that she was acquiring quotes from vendors. Merrie Wales and Scott Gruendl shared that Health Services and HRA would review their licensing agreements to determine the possibility of other departments joining them. Members agreed that this information would be brought back to the next meeting for discussion and action.
 - d. **Standardization/Coordination Countywide Effort** – Discussion was had regarding standardization and network core redesign for the county as a whole including, housing all infrastructure and hardware in one central location. It was determined by the committee that additional information was needed. MITCS was asked to create a presentation that included an estimate for the upfront and long term costs. The MITCS estimate would also be a part of a larger recommendation from the committee for submittal to the Board of Supervisors to move forward with the design as well as the set-up of a special fund that would allow departments to contribute to the implementation of the redesign and standardization. The

item will be placed on the agenda for the September 21, 2010 meeting. MITCS will also make a presentation to the committee at the September 15, 2010 meeting.

- e. **Core Redesign** – This item was discussed with item **D**.
- f. **MITCS Projects schedule review, approval** - Sam stated that there will have been no changes in the approved schedule. The MITCS team reviewed their current projects within departments.
- g. **Status Reports by Members** – Discussion was had regarding this item, the committee feels that the report by MITCS is sufficient and a report by department would be duplication. Sheryl Thur made a motion to discontinue this item; motion was seconded by Scott Gruendl. Vote was called for and motion passed unanimously.

III. Unscheduled Matters & Public Comment – None at this time.

IV. Call for Agenda Items for Next Meeting – Presentation regarding Standardization and Core Redesign for the county.

V. Next Meeting – September 15, 2010

VI. County Staff Discussion Regarding MITCS Performance – MITCS staff was dismissed from the meeting. County staff discussed the foresaid matter. No action was taken.

Meeting adjourned 11:52 a.m.

Members: Clerk of the Board, Director of Finance, Board of Supervisors Member; Assessor/Clerk Recorder; Sheriff/Chief Probation Officer; Planning & Public Works Agency Director; Human Resource/Health Services, Director.

~ Respectfully prepared and submitted by Marsha Squier, Planning & Public Works Agency ~