



MINUTES
Glenn County Information Services
Coordinating Committee

WEDNESDAY, AUGUST 17, 2016

Present: Ed Lamb, Chair, DOF, Chair Sheryl Thur, Vice-Chair, Assessor/Rec.
Erin Valdez, HHS Marcie Skelton, AG
Di Aulabaugh, PPWA Erin Marshall, Personnel
Erin Valdez, HHS Tyler Smith, MITCS
Jolene Swanson, PPWA Jim Umenhofer, MITCS
Starryne Lefdal, UCCE David Jensen, MITCS (phone conferenced in)
Rich Warren, Sheriff

CALL TO ORDER: Ed Lamb confirmed a quorum and called the meeting to order at 10:30 a.m.

1. Minutes

Matter: Approve Minutes of July 20, 2016
Documents: Minutes of July 20, 2016
Proceedings: Motion by Di Aulabaugh to adopt minutes as presented, second by Sheryl Thur.
Order: Approve Minutes of July 20, 2016
Vote: Unanimous

2. Unscheduled Matters and Public Comment

Proceedings: David Jensen (via conference call) reported he spoke with AT&T to extend CSME, up to 12 months at no cost, while working on new solutions to upgrade. Jim Umenhofer inquired when new contract would be coming up. Mr. Jensen replied CSME contract expires next month, so within that time. Ed Lamb inquired on savings. Mr. Jensen responded monthly cost would go from approximately \$850 down to \$670.

3. Budget

Proceedings: Di Aulabaugh reported final count on phones is being determined by MITCS as compared to the original figures supplied to DGI by the Departments.

4. Best Practices / Policies

Matter a: Countywide Phone System Project Status
Documents: None
Proceedings: Erin Valdez reported cutover for HHS and Ag/Air scheduled for August 26th, with MITCS to assist with setup. Tyler Smith added we are at the mercy of AT&T, dealing with one phantom issue. Most optimistic, if HHS and Ag/Air go on the 26th, CORE cutover would be week of September 12th or 19th.

Matter b: County Website Upgrade Status
Documents: None
Proceedings: Tyler Smith reported MITCS continues to provide post-deployment support. Adding, there are a couple out of scope items within Personnel and HHS that they are working through. Marcie Skelton requested explanation of out of scope upgrades/changes. Mr. Smith replied that projects fall outside the scope of the maintenance hours and are handled with department addendums.

Matter c: HelpCentral.org 211
Documents: None
Proceedings: Erin Valdez reported on-going out reach for those interested.

Matter d: Spector/Open DNS (MITCS)
Documents: None
Proceedings: Di Aulabaugh reported decision was made at Department Head meeting that County will move away from Spector and towards OpenDNS to gain the savings of the lesser costing software. Adding, that departments that want to stay with Spector are able to. Jim Umenhofer commented they would be running them tandem during crossover to make sure all is working.

Matter e: Inland Contract Replacement
Documents: None
Proceedings: Erin Valdez shared that a call was made to Inland, they have responded and hopefully we will see improvement.

Matter f: SIRE Replacement with ECS (outside HHSA & PPWA)
Documents: None
Proceedings: Di Aulabaugh shared the only inquiry from other interested departments was from the Assessor's Office. Erin Valdez inquired if Mrs. Thur had received the documents she forwarded. Hearing she had not Mrs. Valdez stated she would re-send them. Mrs. Thur commented although she would still like to review documents, she doesn't anticipate doing so until after the elections and other new software installations have been in place for a while.

Matter g: Citrix Sharefile - Subcommittee
Documents: None
Proceedings: Erin Valdez reported that she used Citrix Sharefile and although it seemed to work, it did not. Mrs. Thur was to check her spam file for documents sent from Mrs. Valdez. Mrs. Aulabaugh commented that we were looking at putting together a subcommittee but, not sure if that was still the plan. Tyler Smith stated this software, like others are tools; committee needs to decide what they want it to do so it will be useful. David Jensen commented it has not been configured yet and requires many prerequisites. Mrs. Aulabaugh inquired on next step. Mr. Jensen reported that he has gone through some design, both internal and external. Once deployed he will work with individual departments after first using a test department.

5. Department & MITCS Report

Matter a: MITCS Monthly Report
Documents: IS Committee Report August 17, 2016
Proceedings: Tyler Smith reviewed report provided. Di Aulabaugh added OneSolution software for finance did not go live due to integration issues that need to be worked out.

Matter b: Ag/Air Move to Core - Status
Documents: None
Proceedings: Jim Umenhofer reported move to take place in next two weeks. Mrs. Aulabaugh requested that Bill Caloia communicate status updates with all to avoid confusion. Mrs. Thur reminded all of black out dates for elections to be before October 21st or after November 18th.

6. Call for Agenda Items for Next Meeting

Consensus of committee to carry over usual items, removing Inland Contract, SIRE Replacement, and Citrix Sharefile; adding Training Schedule, and Upgrade to MS2013 in the base image.

7. MITCS (ClearIT) Review

Matter: MITCS support services

Documents: None

Proceedings: None heard.

8. Next Scheduled Meeting

September 21, 2016 at 10:30 a.m.

Board of Supervisors Conference Room

Willows Memorial Hall

Meeting adjourned at 11:38 a.m.

~Respectfully prepared and submitted by Jolene Swanson PPWA~