



MINUTES
Glenn County Information Services
Coordinating Committee

WEDNESDAY, October 19, 2016

Present: Ed Lamb, Chair, DOF, Chair Marcie Skelton, AG
 Sendy Ibanez, Assessor Jody Samons, HHSA
 Di Aulabaugh, PPWA Erin Marshall, Personnel
 Wyatt Acheson, HHSA Tyler Smith, MITCS
 Courtney Houle, COB Jim Umenhofer, MITCS
 Alicia Ekland, CC John Harris, MITCS
 David Jensen, MITCS (phone conferenced in)

CALL TO ORDER: Ed Lamb confirmed a quorum and called the meeting to order at 10:33 a.m.

1. Minutes

Matter: Approve Minutes of August 17, 2016
Documents: Minutes of August 17, 2016
Proceedings: Motion by Marcie Skelton to adopt minutes as presented, second by Di Aulabaugh.
Order: Approve Minutes of August 17, 2016
Vote: Unanimous

2. Unscheduled Matters and Public Comment

Proceedings: No comments were heard.

3. Budget

Proceedings: Ed Lamb reported that he will be receiving a letter from AT&T for conversion costs.

4. Best Practices / Policies

Matter a: Countywide Phone System Project Status
Documents: None
Proceedings: Wyatt Acheson reported the go live date for the phone system was October 28th, with training to be held October 25th. Discussion ensued regarding location and coordination of all County staff access to the training, whereby it was scheduled in the Board of Supervisors Chambers.

Matter b: County Website Upgrade Status
Documents: None
Proceedings: Di Aulabaugh reported that work on the new site is on-going.

Matter c: Spector/Open DNS (MITCS)
Documents: None
Proceedings: Di Aulabaugh reported that upon further review of the MITCS proposal to move internet logging to OpenDNS other options were being considered, whereby David Jensen stated he would be looking into IronPort's licensing and quotes.

Matter d: HelpCentral.org 211
Documents: None
Proceedings: None heard. Item continued to next meeting.

5. Department & MITCS Report

Matter a: MITCS Monthly Report
Documents: IS Committee Report October 19, 2016
Proceedings: Tyler Smith reviewed report provided. Edward Lamb added that he was still working on file accessibility within OneSolution software.

Matter b: Ag/Air Move to Core - Addendum
Documents: None
Proceedings: Jim Umenhofer gave a status update reporting that drive mapping has been done, the old scanner will be turned off and they have cleaned the backups.

Matter c: Software and Systems Training
Documents: None
Proceedings: Mrs. Aulabaugh shared that the Department Heads were working to put together a once monthly training topics list that would include some software training. Jim Umenhofer announced that David Jensen had been assigned as the main point of contact for the county departments. Mr. Jensen encouraged communication between the departments and himself including inviting him via conference call to the Department Head or other meetings. Tyler Smith clarified after Marcie Skelton inquired, that the service request ticket system remained in place for day to day requests and issues. Mr. Jensen shared that he regularly reviewed all county tickets as well.

Matter d: Upgrade to MS2013 base image
Documents: None
Proceedings: Jody Samons spoke and warned of the learning curve going from Microsoft 2010 program to the 2016 program. Discussion was held regarding versions, switchovers and additional training.

6. Call for Agenda Items for Next Meeting

Consensus of committee to carry over usual items, removing Spector DNS and replacing that item with the title Web Monitoring, remove Softwares and Systems Trainings and replace that item with the title Trainings, remove Upgrade to MS2013 base image which will become part of MITCS' monthly report and additionally remove County Website Upgrade Status and Ag/Air Move to CORE.

7. MITCS (ClearIT) Review

Matter: MITCS support services
Documents: None
Proceedings: None heard.

8. Next Scheduled Meeting

November 16, 2016 at 10:30 a.m.
Board of Supervisors Conference Room
Willows Memorial Hall

Meeting adjourned at 11:41 a.m.

~Respectfully prepared and submitted by Courtney Houle COB~