



MINUTES
Glenn County Information Services
Coordinating Committee

WEDNESDAY, March 20, 2019

Members Present:

Ed Lamb, DOF	Sendy Perez, Assessor/Recorder	Don Rust, PCDSA
Richard Warren, GCSO	Dr. Mohammad Qureshi, Public Works	Marcie Skelton, AG/Air

Others Present:

Russell Moeai, MITC	Erin Emma, Personnel	Michelle Knight, Probation
Di Aulabaugh, COB/GS	Dana Dogali-Baker, Assessor	Liliana Chavez, County Counsel
Bonnie Petersen, COB/GS	Erin Valdez, HHSA	Jennifer Kline, Ag/Air
David Jensen (remote), MITCS		

1. WELCOME

After the Chairperson confirmed a quorum of members, he called the meeting to order at 10:30 a.m.

2. MINUTES

Matter: Approve Minutes of February 20, 2019
Documents: Minutes of February 20, 2019
Proceedings: Director of Finance Ed Lamb announced the minutes have been continued to the next meeting.

3. UNSCHEDULED MATTERS AND PUBLIC COMMENT

Proceedings: No Action was taken.

4. BUDGET

Matter: Standing item for discussion and possible action on budget considerations and allocation of costs.
Documents: None
Proceedings: Di Aulabaugh confirmed the March 19, 2019 Budget and Finance meeting was cancelled. A new meeting date has not yet been determined. Ed Lamb announced he would be absent for April 17, 2019 meeting. David Jensen joined the meeting remotely at 10:35 a.m. stating budget looks accurate.

5. BEST PRACTICES / POLICIES / PROJECTS

Matter a: Website Management Policy Development Subcommittee – Sendy Perez
Documents: None
Proceedings: Sendy Perez had nothing new to report.

Matter b: OES Upgrade for Public Safety Systems / GIS – Sheriff Warren
Documents: None
Proceedings: Michelle had nothing new to report.

Matter c: RFP for VoIP Software, Hardware and Support – Ed Lamb
Documents: None

Proceedings. Di Aulabaugh stated that a service and maintenance contract with DGI was available to the County through the State Department of General Services. Erin Valdez mentioned that the use of Quest had been satisfactory with the exception of their response time. Erin Valdez stated that DGI's response time is also slow.

Matter d: 2018/19 planned projects- David Jensen, MITCS

Documents: None

Proceedings: David Jensen stated next year there will be a switch to Microsoft 365. Di Aulabaugh stated part of the Microsoft renewal includes the switch to Microsoft 365. Further stating that the current license agreement expires this June 30.

6. DEPARTMENT & MITCS REPORTS

Matter: MITC Monthly Report

Documents: IS Committee Report for March 20, 2019

Proceedings: Erin Valdez stated HHS is contracted with Tevora for HIPPA Security Assessment Cooperative on their IT and security systems. Ed Lamb reported an upgrade from OneSolution 16.2 to Enterprise Financial 18.2. Ed lamb also stated the first download of the software was expected soon. Erin Valdez expressed concern with interconnected programs such as C-IV, CAMS and others. Ed assured that all would be tested before going into production, he will report back at a future meeting. Don Rust stated he will be upgrading his permit tracking software. It had not been updated since its initial install some years ago.

7. CALL FOR AGENDA ITEMS FOR NEXT MEETING

Consensus of the committee was to carry over standing agenda items.

8. NEXT SCHEDULED MEETING

April 17, 2019 at 10:30 a.m.

Board of Supervisors Conference Room, Willows Memorial Hall

Meeting adjourned at 10:51 a.m.

Prepared and submitted by Bonnie Petersen, ASA II – Deputy Clerk