



MINUTES
Glenn County Information Services
Coordinating Committee

WEDNESDAY, January 16, 2019

Members Present:

Ed Lamb, DOF PCDS	Sendy Perez, Assessor/Recorder	Mardy Thomas,
Richard Warren, GCSO Mohammad Qureshi, PW	Ian Ledbetter, AG/Air	Erin Valdez, HHSA

Others Present:

Di Aulabaugh, COB/General Services	Tina Brothers, COB/General Services
Wyatt Acheson, HHSA	Dan Green, HHSA
David Jensen, MITCS (Remote)	Tyler Smith, MITCS
Erin Emma, Personnel	Russell Moeai, 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 December 19, 2018
Documents: Minutes of December 19, 2018
Proceedings: Motion by Erin Valdez to adopt the Minutes, seconded by Sendy Perez.
Order: Approve Minutes of December 19, 2018
Vote: Unanimous

3. UNSCHEDULED MATTERS AND PUBLIC COMMENT

Proceedings: Wyatt Acheson stated he has been testing the phone system at the Nova Building for First Responders due to their 911 address in the phone system being directed to the Willows Memorial Hall. He is having to reprogram each phone to show the correct address and once that's completed he will need to schedule down time to reboot all of phones. Erin Valdez stated she received quotes for HHSA to complete this project. Di Aulabaugh asked Wyatt to coordinate the shutdown of the phone system with M&I during one of their regular maintenance windows.

4. BUDGET

Matter: Standing item for discussion and possible action on budget considerations and allocation of costs.
Documents: None
Proceedings: Ed Lamb had nothing new to report. Shared that the midyear budget will be discussed at the upcoming Budget & Finance Committee Meeting on January 23, 2019.

5. BEST PRACTICES / POLICIES / PROJECTS

Matter a: Website Management Policy Development Subcommittee – Sendy Perez
Documents: None

Proceedings: Sendy Perez had nothing new to report. Di Aulabaugh mentioned the Site Improve Website Accessibility training was held yesterday focused on ADA Access and broken links.

Matter b: OES Upgrade for Public Safety Systems / GIS – Sheriff Warren

Documents: None

Proceedings: Rich Warren stated the infrastructure is going into place and he will be going to the Board of Supervisors at the end of the month for the final approval to purchase software and hardware to complete the project.

Matter c: RFP for VoIP Software, Hardware and Support – Ed Lamb

Documents: None

Proceedings: David Jensen stated he had nothing to report, whereby Ed Lamb stated we continue to work with M&I and DGI on maintenance and support issues as needed.

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

Documents: None

Proceedings: David Jensen stated the CISCO Firewall replacement, the Cloud Tier Offsite Back-up and Hyperflex Expansion projects were completed within the last week. Further stated that the internet service increasing bandwidth countywide resulted in a cost savings of \$40-\$50 per month, and Cesar Reyes is currently working on the countywide Office365 migration.

Matter e: Video / Teleconferencing Options- David Jensen, MITCS

Documents: None

Proceedings: David Jensen stated he emailed the available options to Ed Lamb, Di Aulabaugh and Erin Valdez, waiting on feedback.

Matter f: GIS Tools / 2019 ESRI License Renewal Discussion – Mardy Thomas, PCDS

Documents: None

Proceedings: Mardy Thomas stated he had nothing new to report.

Matter g: Proactive System Security Training

Documents: None

Proceedings: Tyler Smith stated the two options available are NOVA 4 or Trend Micro and Russell Moeai is working with Bill Caloia to put together pricing.

6. DEPARTMENT & MITCS REPORTS

Matter: MITC Monthly Report

Documents: IS Committee Report for January 16, 2018

Proceedings: Tyler Smith provided an overview of the MITC Monthly Project Updates report provided with the agenda as well as the IT Hours for December & Projected Hours for January and the Open/Closed Ticket Report provided with the agenda. David Jensen stated he would be performing Core Maintenance on January 21, 2019 from 8:00 am to 12:00 pm. Erin

Valdez stated HHS would be ordering 40 monitors. Ed Lamb stated the maintenance agreement with Central Square (OneSolution) increased by four percent. Di Aulabaugh stated that Cascade Systems (CAMS) was sold to Valsoftcorp, and expects new agreements will need to be prepared.

7. CALL FOR AGENDA ITEMS FOR NEXT MEETING

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

8. NEXT SCHEDULED MEETING

February 20, 2019 at 10:30 a.m.

Board of Supervisors Conference Room, Willows Memorial Hall

Meeting adjourned at 11:07 a.m.

Respectfully prepared and submitted by Tina Brothers, ASA II – Deputy Clerk