



MINUTES
Glenn County Information Services
Coordinating Committee

WEDNESDAY, February 20, 2019

Members Present:

Ed Lamb, DOF	Sendy Perez, Assessor/Recorder	Don Rust, PCDSA
Richard Warren, GCSO	Marcie Skelton, AG/Air	

Others Present:

Ashlee Veneman, COB	Jill Hughes, GCSO	David Jensen, MITCS (Remote)
Wyatt Acheson, HHS	Tyler Smith, MITCS	Bill Caloia, MITCS
	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 January 16, 2019
Documents: Minutes of January 16, 2019
Proceedings: Motion by Sendy Perez to adopt the Minutes, seconded by Rich Warren.
Order: Approve Minutes of January 16, 2019
Vote: Unanimous

3. UNSCHEDULED MATTERS AND PUBLIC COMMENT

Proceedings: Wyatt Acheson announced the Health and Human Services Agency (HHS) has a surplus of monitors and keyboards available for use for any department in need or if desired.

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. He offered a copy of the budget report to all present and stated the committee is currently on track with the budget. He further encouraged members to let him know if there are to be any special expenditures added to the next fiscal year budget.

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: Jill Hughes stated the department is progressing with the upgrades, and hopes to start the accounting software transition very soon.

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

Documents: None

Proceedings: David Jensen stated he had nothing to report.

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

Documents: None

Proceedings: David Jensen stated that the next large project of focus is the countywide Office365 migration. Bill Caloia provided further updates on the GCSO department technology upgrades and their progress. Russell Moeai reviewed the completed projects thus far and provided a review of the technological enhancements and ease of upgrades going forward. In agreement, Tyler Smith stated that the County is now benefiting from faster speeds, more storage, better functionality and soon a Windows 10 upgrade for the HHS department.

6. DEPARTMENT & MITCS REPORTS

Matter: MITC Monthly Report

Documents: IS Committee Report for February 20, 2019

Proceedings: Tyler Smith reviewed the MITC Monthly Project Updates report provided with the agenda as well as the IT hours for January, and projected hours for February.

7. CALL FOR AGENDA ITEMS FOR NEXT MEETING

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

8. NEXT SCHEDULED MEETING

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

Board of Supervisors Conference Room, Willows Memorial Hall

Meeting adjourned at 10:43 a.m.

Respectfully prepared and submitted by Ashlee Veneman, ASA II – Deputy Clerk