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DRAFT

## **MANISTEE COUNTY TECHNOLOGY/INFORMATION COMMITTEE REPORT**

Thursday, November 29, 2012  
2:30 P.M.

County Board of Commissioners' Meeting Room  
Manistee County Courthouse

**Members Present:** Glenn Lottie, Chairperson/County Commissioner; Richard Schmidt, County Commissioner; Rob Carson, County Planner; Kris Randall, 19<sup>th</sup> Circuit Court Administrator; Heather Vasquez, Equalization Department; Kathi Lynn, 85<sup>th</sup> District Court; Marylynn Wrzesinski, Register of Deeds; Jill Nowak, County Clerk; Russell Pomeroy, County Treasurer; and Rachel Nelson, Administrative Secretary/Recording Secretary

**Members Absent:** Gordon McLellan, Network Administrator; Captain Robert Lancaster, Sheriff's Department; Roger Elbers, Equalization Director; Bruce Schimke, Maintenance Supervisor; Ford Stone, Prosecuting Attorney; Deidre Robison, Probate Court Register; and David Thompson, Friend of the Court

Mr. Lottie called the meeting to order at 2:30 P.M.

### **ITEMS REQUIRING BOARD ACTION**

Mr. Pomeroy stated that the BS&A dog license program will need to be updated to the .net version. Mr. Pomeroy added that with the money being saved in vet fees, the cost of the program should be covered. There will also be a small annual maintenance contract.

**Mr. Lottie recommended that the dog license program be updated to the BS&A .net version at a cost of \$3,840. No alternative recommendation was proposed.**

Mr. Carson stated that he received the annual maintenance invoice from InfoGeographics for the GeoConnector software in the amount of \$425. He had requested this in the technology budget, but it was not included in the final FY 2012/13 budget. After discussion,

**Mr. Lottie recommended payment of the annual maintenance invoice from InfoGeographics for the GeoConnector software in the amount of \$425. No alternative recommendation was proposed.**

Ms. Lynn stated that District Court had requested two items from the technology budget which were not included in the final FY 2012/13 budget. The first item is LEIN (Law Enforcement Information Network) access for \$3,000, and the second is the new law enforcement interface for \$2,500. After discussion,

**Mr. Lottie recommended payment of District Court's LEIN Access fee in the amount of \$3,000, and new law enforcement interface for \$2,500. No alternative recommendation was proposed.**

**ITEMS NOT REQUIRING BOARD ACTION**

Mr. Pomeroy stated that it had been requested that Department Heads be granted "read only" access to the General Ledger so that they can periodically review their individual budgets. Those present felt this would be a good idea, and Mr. Pomeroy stated that he believes this is possible, but he needs to figure out how to do it. The Committee directed Mr. Pomeroy to move forward with granting "read only" access.

Ms. Vasquez stated that the County's current ftp site is not very user friendly. She explained that the ftp site is used for transferring files that are too large to email. After discussion, the Committee decided to put this topic on next month's agenda when Mr. McLellan would be present.

Ms. Wrzesinski stated that the Fidar Tapestry Program for the Register of Deeds office has been installed and will be available for use soon. The program will allow access outside of the Courthouse for items their office has on file. There will be a \$5.95 access fee, and a \$1.00 fee to print. It was noted that there will be free access to view records, and the fees will only need to be paid if an individual wishes to print something. Fidar will handle the fees, and the County will receive 50% of the access fees and all of the printing fees.

Ms. Nowak stated that she would like to be able to access her County emails when not at the Courthouse. Mail2web has been used for this service, but not all functions are available. The Committee agreed that it would be good for employees to have external access to emails with the same functionality as if they were at the Courthouse. This item will be put on next month's agenda when Mr. McLellan will be present.

There being no other business to come before the Committee, the meeting was adjourned at 2:55 P.M.

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Glenn Lottie, County Commissioner

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Richard Schmidt, County Commissioner