



CLERK

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Board of Commissioners

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Jeffrey Dontz

VICE-CHAIRPERSON

Karen Goodman

Margaret Batzer

Eric Gustad

Pauline Jaquish

Nikki Koons

Richard Schmidt

TECHNOLOGY/INFORMATION COMMITTEE

Thursday, February 25, 2021
9:30 A.M.

Manistee County Courthouse
Board of Commissioners Meeting Room

AGENDA

- 1) Call to Order
- 2) Public Comment
- 3) Courthouse Fax Issues
- 4) Broadband Grant Availability
- 5) Update on Current Projects
- 6) Review of the Technology/Information Committee duties from the Rules of Order and Procedures (APPENDIX A)
- 7) Schedule 2021 Technology Committee Meetings (APPENDIX B)
- 8) Other Items from Committee Members
- 9) Adjournment

Visit: www.manisteecountymi.gov
to view calendar of events and meeting minutes (under Board of Commissioners)

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APPENDIX A

3. Public Safety Committee. This Committee may review and make recommendations in operations and policy. It shall be the duty of this committee to work in conjunction with Administration to study and advise the Board with respect to matters which otherwise are not covered by the Ways & Means Committee or the Physical Resources Committee. Functional areas of responsibility include Emergency Services, Sheriff's Office, Courthouse Security, Secondary Road Patrol, Marine Patrol, Jail, Animal Control, 9-1-1/Central Dispatch, County Ambulance Service and other public safety operations.
 4. Technology/Information Committee. This Committee shall assess and evaluate present computer equipment and systems. Plan for upgrades in software, technology and uniformity in systems. Plan for Internet service County-wide (broadband) and microfilming and/or best method of preserving records. Continue work in G.I.S. systems.
 5. Executive/Joint Court Committee. This Committee's functional areas of responsibility will include issues regarding County Administration, County Clerk, Prosecuting Attorney, Register of Deeds, County Board, Circuit Court, Friend of the Court, District Court, Probate Court, Child Care Fund, Law Library, Elections, Resolutions and shall serve as the Joint Court Committee with Benzie County.
 6. Personnel Committee. This Committee shall provide oversight for the reviews and recommendations of all areas of personnel to include hiring/discharge, collective bargaining, compensation and classification, fringe benefits and employee grievances for all County Departments.
 7. Green Team/Recycling Committee. This Committee shall be responsible for all solid waste and recycling-related issues and focuses on conservation and energy reduction techniques.
 8. Regional Summit Committee. This Committee will plan a Regional Summit at least once per year, using a facilitator (new each time). Move meetings around the County. Also in charge of Employee Recognition Dinner - with a goal of 75% attending.
 9. Public Defender Committee. This Committee's functional areas of responsibility will include issues regarding the Public Defender's Office.
- C. Special Assignments. There shall be, in addition to the standing committees, such other special assignments as the Chairperson, from time to time, may appoint and establish subject to approval of the Board. The membership of all such special assignments shall automatically be vacated upon the succession to office of a new Chairperson to the Board. Such assignments include, but are not limited to, the

2021 CALENDAR

www.wiki-calendar.com

JANUARY							FEBRUARY							MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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31																											

MAY							JUNE							JULY							AUGUST						
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SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
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HOLIDAYS AND OBSERVANCES:

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| <ul style="list-style-type: none"> Jan 1 - New Year's Day Jan 18 - Martin Luther King Jr. Day Feb 14 - Valentine's Day Feb 15 - Presidents' Day (Most regions) Mar 17 - St. Patrick's Day Apr 4 - Easter Sunday | <ul style="list-style-type: none"> Apr 5 - Easter Monday Apr 15 - Tax Day May 5 - Cinco de Mayo May 9 - Mother's Day May 31 - Memorial Day Jun 20 - Father's Day | <ul style="list-style-type: none"> Jul 4 - Independence Day Jul 5 - 'Independence Day' observed Sep 6 - Labor Day Oct 11 - Columbus Day (Most regions) Oct 31 - Halloween Nov 2 - Election Day | <ul style="list-style-type: none"> Nov 11 - Veterans Day Nov 25 - Thanksgiving Day Nov 26 - Black Friday Dec 24 - Christmas Eve Dec 25 - Christmas Day Dec 31 - New Year's Eve |
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