



# Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON  
Jeffrey Dontz  
VICE-CHAIRPERSON  
Karen Goodman

Margaret Batzer  
Mark Bergstrom  
Pauline Jaquish  
Gene Lagerquist  
Richard Schmidt

CLERK

Jill Nowak  
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CONTROLLER/ADMINISTRATOR

David A. Kieft, Jr.  
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## TECHNOLOGY/INFORMATION COMMITTEE MINUTES

Friday, August 21, 2020  
9:00 a.m.

Manistee County Courthouse & Government Center  
Board of Commissioners Meeting Room

### MINUTES

Members Present: Richard Schmidt, Chairperson, Margaret Batzer and Mark Bergstrom

Members Absent: None

Others Present: Gordon McLellan, IT Contractor; Lisa Sagala, Interim Administrator/Controller; Julie Schmeling, Administrative Secretary; Bruce Schimke, Maintenance Supervisor, Heather Vasquez, Equalization Director; Sam Sobaski, Appraiser Equalization; Lindsey Marquardt, Chief Deputy County Clerk

The meeting was called to Order at 9:36 a.m.

The County Board and its Committees are operating remotely and electronically by Zoom under Executive Order #2020-154 issued by Governor Gretchen Whitmer due to the COVID-19 pandemic.

**NOTE – Items requiring Board Action are indicated in BOLD**

### PUBLIC COMMENT

None.

### FY 2020/21 TECHNOLOGY BUDGET

The technology request list for the FY 2020/21 has been reviewed by Lisa Sagala and Gordon McLellan. Item #1 replacing the virtualization Services at the cost of \$90,000 is a necessary for fiscal year 2020/21. Item #6 replacement of the CCTV Server is also necessary for fiscal year

2020/21, at the cost of \$14,000, due to its age and that it does not have a backup in place currently. Various contracts and maintenance contracts for software programs, are a necessary expense in the amount of \$89,400. The total amount necessary in the fiscal year 2020/21 budget year, for technology, would total \$197,800.

### **REMOTE WORK POSSIBILITIES**

With the ongoing COVID-19 pandemic, Gordon McLellan, has spoken with numerous offices inquiring of their capability and needs to work remotely if that need should arise. Various offices have the equipment to work from home and the ability to do so if it becomes necessary. Some departments do not have the capability to work remotely due to the scope of the work being done.

Gordon McLellan has been working with Mike Grady, from Gracon, to review the County's ability to allow for remote work, access to systems and the possibility of setting up remote desktops should the need become necessary.

### **OTHER ITEMS FROM COMMITTEE MEMBERS**

Gordon McLellan is working on bids for desktop replacements as part of this years' budget.

Margaret Batzer thanked everyone for all their hard work on getting the new county website up and running.

Julie Schmeling encourages everyone to sign up for various alerts that are now available with the new website. These alerts can be sent by text message or email and alert the user of a new calendar event, agenda, minutes, etc. Ms. Schmeling indicated to the committee that the County has 4 hours left remaining of training time for the website and will be sending out an email inquiring if anyone has any additional training needs at this time for the new website.

The meeting was adjourned at the Call of the Chair at 9:29am

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Richard Schmidt, Chairperson

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Margaret Batzer

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Mark Bergstrom