

**AGENDA**

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes- September 5<sup>th</sup>, 2019
4. Audience Comments
5. Technology Services Budget 2020-2021
6. GIS Budget 2020-2021
7. Executive Session:
  - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
  - B. Pursuant to Open Meetings act 5 ILCS 120/2 (c) (6) The setting of a price for sale or lease of property owned by the public body.
  - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
8. Items of Information and Committee Concerns
9. Adjournment

**Technology Committee Meeting**  
Thursday, September 5, 2019 5:00 pm  
Vermilion County Administration Building (VCAB)

## **MINUTES**

### **Agenda Item 1 - Call to Order and Roll Call**

Chairman of the committee, Crisi Walls called to order the Technology Committee meeting at 5:00 PM. Thursday September 5, 2019 VCAB Building, 2<sup>nd</sup> floor.

Upon the call of roll, the following members were present: Crisi Walls, Diana Brenneman, Joel Bird, and Deanna Witzel. Phearn Butler was absent, but excused. Breannah Haton and Dan Wright were absent. (4 present, 3 absent)

Also present were: Bill Donahue, County Board Risk Consultant, Erika Briggs, County Board Finance Resource Director, Ted Fisher, Tech Services/ EMA, Karen Rudd, Tech Services, and Doug Toole, Health Department Director.

### **Agenda Item 2 – Declaration of Chairman and Vice Chairman**

Chairman of the committee remains Crisi Walls, Vice Chairman is Joel Bird.

### **Agenda Item 3 - Adoption/Amendment to the Agenda**

Committee Chairman Walls asked if there were any changes/additions to the agenda. There were none. Motion made by Witzel, second by Bird to adopt the agenda. Motion was carried by acclamation.

### **Agenda Item 4- Approval of Minutes**

Committee Chairman Walls asked if there were any changes/additions to the minutes from August 2<sup>nd</sup>, 2018. There were none. Motion made by Witzel, second by Bird to adopt the Minutes. Motion was carried by acclamation.

### **Agenda Item 5 – Audience Comments**

Doug Toole advised the committee of the upcoming Electronics Collection Event scheduled for October 19<sup>th</sup> at DACC from 9am to 11am for Vermilion County residents. Further information was provided to the committee to share that Bryant Industries and Mervis Industries both accept computer/ electronic parts for recycling year-round.

### **Agenda Item 6 – Technology Services Budget FY 2019-2020**

Karen Rudd spoke on behalf of the Technology Services department. The primary change in the budget from last year was an increase to the communications line due to the telephone system is being upgraded for a voice over IP Solution. Other expenses include adding a fourth building to the network and increased band width needs. Motion made by Bird to approve the budget, seconded by Witzel. Upon roll call budget was passed unanimously. (4 yes, 3 absent)

### **Agenda Item 7 – Executive Session**

Not needed.

### **Agenda Item 8 – Items of Information**

None

### **Agenda Item 9 - Adjournment**

Walls declared the meeting adjourned at 5:09 pm.

Minutes respectfully submitted by: Marguerite Bailey, Administrative Assistant

Technology Services 2020 / 2021

6/24/2020

		Budget Amount	Estimates
001.130.00.4101	Salary - Personnel	\$ 93,209.00	
			Brian Talbott - Assistant Director \$ 53,213.92
			Tim Sanders - Assistant Network Tech 39,994.95
			<b>Total: 93,208.87</b>
001.130.00.4110	Salary - Department Head	70,813.00	
001.130.00.4155	Insurance - Life/Health	37,000.00	
	<b>Personnel Services</b>	<b>\$ 201,022.00</b>	
001.130.00.4210	Supplies / Office	6,000.00	
001.130.00.4238	Special Circumstances	-	
	<b>Supplies &amp; Materials</b>	<b>\$ 6,000.00</b>	
001.130.00.4251	Travel Expense	\$ 250.00	
001.130.00.4270	Postage	100.00	
001.130.00.4292	Maint/Repair - Hardware	164,850.00	See attached spreadsheet
001.130.00.4293	Maint/Repair - Software	170,071.00	See attached spreadsheet
001.130.00.4361	Contractual/Prof Services	40,500.00	Area Wide / Gibson, SEICO, B&B
001.130.00.4364	Education / Training	-	
	<b>Other Services &amp; Charges</b>	<b>\$ 375,771.00</b>	
001.130.00.4450	Office Furniture/Equipment	\$ -	
001.130.00.4453	Communications	\$ 190,260.00	See attached spreadsheet
	<b>Capital Outlay</b>	<b>\$ 190,260.00</b>	
	<b>ALL TOTAL</b>	<b>\$ 773,053.00</b>	

Fund 001 Depts	Department	Notes	Hardware 4292	Software 4293	Cont/Prof 4361	Communication 4453
County Board	001.110					
		Replace 27 county board member tablets	\$27,000.00			
Auditor	001.120	<i>No new equipment needed.</i>				
Tech Services	001.130					
		Replace the VCAB doors pc (currently Windows 7)	\$1,500.00			
		Replace equipment in Tech Services (as needed)	\$5,000.00			
		Replace equipment in other departments (as needed)	\$15,000.00			
		General Networking supplies (switches, cables, domains, etc)	\$10,000.00			
		Tyler - New World Accounting Software ( <i>increases 5% yearly</i> )		\$16,296.00		
		<i>Upgrade switches at the courthouse.</i>	\$15,000.00			
		<i>Update firewall (add 2nd firewall)</i>	\$10,000.00			
		DevNet property tax software (includes cama)		\$58,000.00		
		Adobe Cloud (2 licenses)		\$2,000.00		
		Area Wide - mtn agreements	\$3,000.00			
		Netwatch Defense, Anti-Virus & E-mail spam		\$48,000.00		
		Area Wide - ADA compliance tool for web pages		\$550.00		
		Veeam Backup Essentials		\$1,800.00		
		Veeam Backup Essentials at PSB		\$700.00		
		VMWare sphere 6 standard at PSB		\$600.00		
		VMWare (server backup renewal)		\$5,000.00		
		Net Support - Desktop Alert		\$155.00		
		Sonic Wall - yearly costs (Courthouse, B&G, Health Dept)	\$3,000.00			
		SSI Certificates		\$1,000.00		
		SANS device - yearly renewals (5 devices)	\$9,000.00			
		Server Renewals	\$3,000.00			
		County Board - Zoom		\$150.00		
		Laserfiche		\$1,000.00		
		LogMeIn Pro (100 licenses)		\$2,500.00		
		AT&T - cell phones for T.S.				\$3,000.00
		Network Consulting (Area Wide)			\$25,000.00	
		Gibson - <i>phone contractor</i>			\$5,000.00	
		Other - consultants (Johnson, Seico, etc.)			\$5,000.00	
		AT&T network connection to 7 buildings				\$75,000.00
		AT&T pots lines for 201 N Vermilion				\$4,200.00
		AT&T (internet and voice) for courthouse and VCAB				\$30,000.00
		AT&T (PSB - POTS phones)				\$14,000.00
		B&B - VOIP phones				\$6,600.00
		Call One - <i>phone bills</i>				\$24,000.00

		Gibson - mtn agreement on phone system at vcab			\$4,000.00
		New Wave (Cable One) internet - 2507 Georgetown Rd			\$1,200.00
		Comcast - backup at 201 N Vermillion			\$3,600.00
		Smart Draw			\$500.00
<b>One Time Cost</b>					
		<b>Estimated One Time Costs from Gibson (for phones)</b>			
		Gibson - Update phone system at Juvenile Detention			\$15,000.00
		Gibson - Update phone software at Courthouse			\$2,000.00
		Gibson - Update phone software at VCAB			\$2,000.00
		Gibson - Update phone software at Sheriff Dept			\$2,000.00
<b>Treasurer</b>	001.140 and Fund 088	No new equipment needed.			
		Quickbooks - yearly software subscription		\$4,000.00	
<b>Non-Departmental</b>	001.168				
		Replace copiers in departments.	\$30,000.00		
		CDS Copier contract	\$18,000.00		
		DTI copier costs	\$10,000.00		
<b>Capital Outlays</b>	001.190	n/a			
<b>Circuit Clerk</b>	001.210 Fund 074	also see fund 074			
		computer equipment paid from Fund 074			
		Need to virtualize their jury phone server			
		Judicial Systems gave us a quote to install jury server \$5,300			\$5,500.00
		Would also require VOIP phone line (addtl cost per month \$50)			
<b>State's Attorney</b>	001.220 and Fund 022	Budget for Just Ware costs for next year.		\$21,000.00	
		Replace the SOS Windows 7 pc	\$1,350.00		
<b>Probation</b>	001.230 and Fund 014	See Fund 014			
		Probation pays for equipment from Fund 014			
<b>Judiciary &amp; Rules</b>	001.240				

Public Defender	001.250	no new pcs needed			
		Current Legal Edge cost \$2,335.00 yearly - charged by # of cases		\$2,500.00	
		Public Defender will convert to Jano after State's Atty's office			
Sheriff	001.310 and Fund 006 and Fund 009	Public Bldg Comm pays for IT			
		Several pcs and printers will need replaced next year.			
		Need to work with Sheriff Dept to submit request in 2021.			
Merit Commission	001.320	n/a			
EMA	001.330	Replace radio/siren pc to Windows 10		\$1,500.00	
Coroner	001.350 and Fund 035	No new equipment needed.			
Supt/Schools	001.420	Bookkeeping software - yearly mtn (chalkable)		\$4,400.00	
Aaron Hird		CTS - McAfee Renewal \$240.00		\$240.00	
6/3/2020		Area IV - Web Host \$180.00		\$180.00	
		Comcast internet - \$130.00 monthly			\$1,560.00
Animal Reg	001.440 & Fund 011	See Fund 011			
County Clerk	001.510 and Fund 015 and Fund 018	No new pcs are needed			
		Replace 5 scanners (may be reimbursed from IVRS)		\$2,500.00	
Recorder	001.520 and Fund 076	Currently leases equipment from non fund 001			
		no new equipment needed			
Election Comm	001.530	no new equipment needed			
Supv/Assmts & Brd of Review	001.540 & 550 and Fund 086	no new equipment needed			

Bldg & Grounds	001.610	ComCast Internet \$130.00 a month for Hazel Street			\$1,600.00	
			Hardware 4292	Software 4293	Cont/Prof 4361	
					Communication 4453	
<b>Proposed budgeted amount:</b>			\$164,850.00	\$170,071.00	\$40,500.00	\$190,260.00
<b>Last Year's Budgeted amount:</b>			\$102,450.00	\$189,966.00	\$64,500.00	\$219,700.00
<b>Difference:</b>			\$62,400.00	-\$19,895.00	-\$24,000.00	-\$29,440.00
<b>Total Budget change:</b>			-\$10,935.00			
<b>Changes in 2021:</b>						
		Next budget year - Replace switches at the courthouse				
		Next budget year - Add 2nd firewall for county network				
		Next budget year - replace county board member tablets				
		Next budget year - upgrade Gibson phone software at 4 buildings				
		Next budget year - upgrade Juvenile Detention phone system				
		Current year - Upgraded exchange server licenses				
		Current year - Upgraded county backup located at PSB				
		Current Year - Reduced monthly costs with Call One phones & Gibson				

<b>Technology Services</b>			
<b>Salaries Worksheet for 2020 / 2021 Budget</b>			
<b>7/26/2020</b>			
<b>Position</b>	<b>Current Salary</b>	<b>3% Pay Raise</b>	<b>2021 Budgeted Salary</b>
<b>Brian Talbott, Assistant Director</b>	<b>\$51,664.00</b>	<b>\$1,549.92</b>	<b>\$53,213.92</b>
<b>Tim Sanders, Assistant Network Tech (union)</b>	<b>\$38,830.05</b>	<b>\$1,164.90</b>	<b>\$39,994.95</b>
<b>Network OverTime</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Salary Personnel - 001.130.00.4101</b>	<b>\$90,494.05</b>	<b>\$2,714.82</b>	<b>\$93,208.87</b>
<b>Karen Rudd - Director</b>	<b>\$68,750.00</b>	<b>\$2,062.50</b>	<b>\$70,812.50</b>
<b>Department Head - 001.130.00.4110</b>			<b>\$70,812.50</b>



**GIS 2020/2021 Budget**

<b>Revenues</b>		<b>Budget Amount</b>	
013.101.00.3324	Grant Funds	\$	-
<b>Intergovernmental Revenue</b>		\$	-
013.101.00.3590	Filing Fee - GIS	\$	200,000.00
			\$24.00 Recorder filing fee (\$1.00 remains with Recorder) \$23.00 x 10,000 = \$230,000
013.101.00.3591	Mapping Revenue - GIS	\$	-
<b>Charges for Services</b>		\$	200,000.00
013.101.00.3701	Interest	\$	-
013.101.00.3710	Miscellaneous	\$	-
<b>Miscellaneous Revenues</b>		\$	-
013.101.00.3902	Transfers In	\$	-
<b>Other Financing Sources</b>		\$	-
<b>Total:</b>		\$	200,000.00

**GIS 2020/2021 Budget**

Expenditures		Budget Amount	Project Estimates
013.131.00.4101	Salary - Personnel	\$ -	
013.131.00.4149	FICA	\$ -	
013.131.00.4150	IMRF	\$ -	
013.131.00.4151	Unemployment	\$ -	
013.131.00.4152	Worker's Compensation	\$ -	
013.131.00.4155	Insurance - Life / Health	\$ -	
<b>Personnel Services</b>		<b>\$ -</b>	
001.130.00.04210	Supplies / Office	-	
<b>Supplies &amp; Materials</b>		<b>\$ -</b>	
013.131.00.4251	Travel Expense	\$ -	
013.131.00.4290	Maint/Repair - Equipment	\$ -	
013.131.00.4292	Maint/Repair - Hardware	\$ 5,000.00	Plotter maintenance 2,500.00 Plotter & laminator supplies 2,500.00
013.131.00.4293	Maint/Repair - Software	\$ 9,000.00	BHA Farmland tools 900.00 ESRI Software - yearly subscription 8,000.00
013.131.00.4361	Contractual/Prof Services	156,850.00	<b>4 year contract with bruce harris thru 2020</b> Monthly web site hosting & offsite backup 6,000.00 Bruce Harris GIS Contract 150,850.00 <b>Total Contractual: 156,850.00</b>
013.131.00.4363	Dues/License Fees	-	
013.131.00.4364	Education/Training	-	
<b>Other Services &amp; Charges</b>		<b>\$ 170,850.00</b>	
013.131.00.4450	Office Furniture/Equipment	-	
013.131.00.4453	Communications	-	
<b>Capital Outlay</b>		<b>\$ -</b>	
013.131.00.4610	Transfer	\$ -	
<b>Transfers</b>		<b>\$ -</b>	
<b>Total:</b>		<b>\$ 170,850.00</b>	