

Technology Committee Meeting
Thursday, August 2, 2018 5:00 pm
Vermilion County Administration Building, 2nd Floor

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes- June 7, 2018
4. Audience Comments
5. Technology Services Budget FY 2018/2019
6. GIS Budget FY 2018/2019
7. Items of Information and Committee Concerns
8. 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.
9. Adjournment

Technology Committee Meeting

Thursday, June 7, 2018 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 June 7, 2018 VCAB Building, 2nd floor.

Upon the call of roll, the following members were present: Crisi Walls, Phearn Butler, Cari West-Monson, Joel Bird, Bruce Stark, and Deanna Witzel; 6 present, Adam Hart was absent. Also present were: Ted Fisher, Tech Services/ EMA, Karen Rudd, Tech Services.

Agenda Item 2 - Adoption/Amendment to the Agenda

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

Agenda Item 3- Approval of Minutes

Committee Chairman Walls asked if there were any changes/additions to the minutes from November 2, 2017. There were none. Motion made by Bird, second by Butler to adopt the Minutes. Motion was carried by acclamation.

Agenda Item 4 – Audience Comments

None.

Agenda Item 5 – Security Camera System for VCAB Bid **(http://www.vercounty.org/CoBoard_Bids.htm)**

Ted Fisher gave a brief overview what to expect when the bids were opened and reviewed at the Property Committee meeting. Fisher advised there were (12) plus vendor's that had come by to tour the VCAB building to prepare a bid. Fisher further explained that the IT department would create a detailed spreadsheet of the bids due to the many variables he anticipated from the number of cameras, software fees and licensing, and various maintenance options.

Agenda Item 6 – Accounting Project – Financial data conversion & training update

Karen Rudd shared with the committee that the conversion while it had some delays was going well. The Purchase Order portion is live and training was completed. Human Resources conversion had begun and two onsite training sessions had been completed. Marguerite Bailey gave a brief overview of the training onsite and the progress made specific to payroll and payroll history data conversion.

Agenda Item 7 – Items of Information

Ted Fisher gave a brief update on EMA moving with anticipated completion date of June 15th.

Agenda Item 8 – Executive Session

Not necessary.

Agenda Item 9 - Adjournment

Walls declared the meeting adjourned at 5:14 pm.

Minutes respectfully submitted by: Marguerite Bailey, Administrative Assistant

Technology Services		2018/2019	Budget Amount	Project Estimates
Personnel Services				
001.130.00.04101	Salary - Personnel		\$ 144,231.00	
			Assistant Director	\$ 58,313.43
			Brian Talbott - Network Tech	48,217.91
			Tim Sanders - Assistant Network Tech	37,699.37
			Total:	144,230.71
001.130.00.04110	Salary - Department Head		66,687.00	Ted Fisher - Department Head 66,685.05
TOTAL			\$ 210,918.00	
Supplies & Materials				
001.130.00.04210	Supplies / Office		5,000.00	
001.130.00.04238	Special Circumstances		-	
TOTAL			\$ 5,000.00	
Other Services & Charges				
001.130.00.04251	Travel Expense		\$ 300.00	
001.130.00.04270	Postage		100.00	
001.130.00.04292	Maint/Repair - Hardware		156,000.00	General Fund 001 : Hardware Mtn & Replacement
			Replace required pcs in depts	33,850.00
			CDS - Replace older copiers in depts	25,000.00
			CDS - yearly copier contract (service/supplies)	22,000.00
			Comcast - sonicwall yearly mtn agreement	1,200.00
			Sonicwall - yearly mtn agreement	1,610.00
			Health dept - sonicwall yearly	500.00
			SANS devices - yearly mtn agreement	6,000.00
			general network supplies (switches, etc.)	15,000.00
			comcast cable tv	2,200.00
			servers - yearly mtn agreements	7,100.00
			cell phone bills	6,000.00
			Upgrade network hosts (5 year plan)	30,000.00
			Total:	150,460.00
001.130.00.04293	Maint/Repair - Software		217,616.00	General Fund 001 : Software Mtn
			Adobe creative cloud	4,500.00
			Tyler - Accounting yearly mtn	14,880.00
			DevNet - Property Tax System	55,000.00
			Laserfiche - yearly mtn (excludes CAMA)	1,000.00
			Veeam backup	1,500.00
			Netwatch Defense & E-mail spam defense	15,000.00
			Veeam backup essentials at PSB	600.00
			VmWare sphere - at PSB	600.00
			Vmware (server backup software renewal)	5,000.00
			Virtual pc - microsoft yearly license	625.00
			Netsupport - desk alert	110.00
			Open Office	500.00
			Log Me in Pro	2,000.00
			Tableau Software - yearly mtn	200.00
			Office 365 - 6 licenses	500.00
			Oceans Systems - yearly mtn	200.00
			Premier - network security software	78,150.00
			Mindjet	200.00
			Smartdraw	560.00
			SnagIT	50.00
			Zoho	270.00
			State's Attorney - Justware	19,953.00
			State's Attorney - PC Jims	2,500.00
			Judges - PC Jims	2,000.00
			Public Defender - Legal Edge	2,500.00
			Public Defender - PC Jims	2,000.00
			EMA - Smartsheet	504.00
			EMA - Volgistics	384.00
			EMA - Teamwork	550.00
			EMA - Leankit	684.00
			EMA - Dapulse	468.00
			EMA - Airtable	120.00
			EMA - Lucid Chart	120.00

				EMA - ACDsee Pro	151.00
				Supt of Schools - Booking software	800.00
				Supt of Schools - McAfee	240.00
				Supt of Schools - Area IV Web Host	180.00
				Total:	214,599.00
001.130.00.04361	Contractual/Prof Services	25,000.00		Network consulting as needed:	
				Server support (30 servers)	
				Internet, Web Page, FTP support	
				E-Mail Support (over 300 accounts)	
				Area Wide - network support	
				SEICO - courthouse door & panic alarm system	
				Stanley - courthouse cameras	
				TYCO/Johnson - admin bldg door system	
001.130.00.04364	Education / Training	-			
	TOTAL	\$	399,016.00		
Capital Outlay					
001.130.00.04450	Office Furniture/Equipment	\$	-		
001.130.00.04453	Communications	\$	70,000.00	General Fund: Internet connectivity	
				AT&T - fiber to 3 bldgs & voice over fiber at admin	\$ 60,000.00
				Comcast - Supt of Schools	\$ 1,500.00
				Comcast - B&G	\$ 1,680.00
				Comcast - 201 N Vermilion	\$ 3,500.00
				New Wave - EMA 2507 Georgetown Rd	\$ 2,500.00
				Total monthly:	\$ 69,180.00
	TOTAL	\$	70,000.00		
	ALL TOTAL	\$	684,934.00		

Fund: 001 - GENERAL FUND

EXPENSES

Department: 130 - TECHNOLOGY SERVICES

Project: 00 - GENERAL

4100 - PERSONNEL SERVICES

4101 SALARY - PERSONNEL

4110 SALARY - DEPARTMENT HEAD

Account Classification Total: 4100 - PERSONNEL SERVICES

4120 - SUPPLIES & MATERIALS

4210 SUPPLIES/OFFICE

Account Classification Total: 4200 - SUPPLIES & MATERIALS

4250 - OTHER SERVICES & CHARGES

4251 TRAVEL EXPENSE

4270 POSTAGE

4292 MAINT/REPAIR - HARDWARE

4293 MAINT/REPAIR - SOFTWARE

4361 CONTRACTUAL/PROF SERVICES

Account Classification Total: 4250 - OTHER SERVICES & CHARGES

4400 - CAPITAL OUTLAY

4450 OFFICE FURNITURE/EQUIPMENT

4453 COMMUNICATIONS

Account Classification Total: 4400 - CAPITAL OUTLAY

Project Total: 00 - GENERAL

Department Total: 130 - TECHNOLOGY SERVICES

EXPENSES Total

Fund EXPENSE Total: 001 - GENERAL FUND

EXPENSE GRAND Totals:

(799,000.00) Removed overtime

1,943,000.00

\$1,144.00

\$210,918.00

\$110,260.06

\$5,000.0000

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GIS		Budget Amount		Project Estimates	
General					
Personnel Services					
013.131.00.04101	Salary - Personnel	\$	30,000.00	GIS Employee - Supervisor of Assessments 7.65% 8.19% 3% .20 per \$100	
013.131.00.04149	FICA	\$	2,295.00		
013.131.00.04150	IMRF	\$	2,457.00		
013.131.00.04151	Unemployment	\$	900.00		
013.131.00.04152	Worker's Compensation	\$	60.00		
TOTAL		\$	35,712.00		
Supplies & Materials					
001.130.00.04210	Supplies / Office		-		
TOTAL		\$	-		
Other Services & Charges					
013.131.00.04251	Travel Expense	\$	-		
013.131.00.04290	Maint/Repair - Equipment	\$	-		
013.131.00.04292	Maint/Repair - Hardware	\$	54,500.00		
				Replace laminator	3,000.00
				Plotter yearly mtn	1,000.00
				Dell Server mtn	1,600.00
				Plotter & laminator supplies	5,000.00
				Replace GIS PC for Supv/Assmts	3,000.00
				Fujitsu scanner for Matt Long	900.00
				Replace GIS Server (SANS device)	40,000.00
013.131.00.04293	Maint/Repair - Software	\$	15,400.00		
				New GIS Server (operating system)	5,000.00
				ESRI Software - yearly subscription	8,000.00
				Silver Maple	500.00
				Terrago	500.00
				Terrain Navigator Pro	1,200.00
				Map Logic Software	200.00
013.131.00.04361	Contractual/Prof Services		156,850.00		
				Monthly web site hosting & offsite backup	6,000.00
				2018 Contract (\$150,850)	150,850.00
				Total Contractual:	156,850.00
013.131.00.04363	Dues/License Fees		-		
013.131.00.04364	Education/Training		-		
TOTAL		\$	226,750.00		
Capital Outlay					
013.131.00.04450	Office Furniture/Equipment		-		
013.131.00.04453	Communications		-		
TOTAL		\$	-		
Transfers					
013.131.00.04610	Transfer	\$	-		
TOTAL		\$	-		
ALL TOTAL		\$	262,462.00		

Fund: 013 - GIS AUTOMATION FUND

REVENUES

Department: 101 - GENERAL

Project: 00 - GENERAL

3500 - CHARGES FOR SERVICES

3590	FILING FEE - GIS	214,202.0000	230,000.0000	107,880.0000	230,000.0000	0.0000
3591	MAPPING REVENUE - GIS	10,250.0000	2,000.0000	2,635.0000	2,000.0000	0.0000
	Account Classification Total: 3500 - CHARGES FOR SERVICES	\$224,452.00	\$232,000.00	\$110,505.00	\$232,000.00	\$0.00

3700 - MISCELLANEOUS REVENUES

3701 INTEREST

Account Classification Total: 3700 - MISCELLANEOUS REVENUES

Project Total: 00 - GENERAL

Department Total: 101 - GENERAL

REVENUES Total

EXPENSES

Department: 131 - GIS AUTOMATION FUND

Project: 00 - GENERAL

4100 - PERSONNEL SERVICES

4101	SALARY - PERSONNEL	0.0000	40,000.0000	12,650.3000	30,000.0000	(10,000.0000)
4149	FICA	0.0000	3,060.0000	0.0000	2,295.0000	(765.0000)
4150	IMRF	0.0000	3,276.0000	0.0000	2,457.0000	(819.0000)
4151	UNEMPLOYMENT	0.0000	1,200.0000	0.0000	900.0000	(300.0000)
4152	WORKERS COMPENSATION	0.0000	80.0000	0.0000	60.0000	(20.0000)
	Account Classification Total: 4100 - PERSONNEL SERVICES	\$0.00	\$47,616.00	\$12,650.30	\$35,712.00	(\$11,904.00)

4250 - OTHER SERVICES & CHARGES

4290	MAINT/REPAIR - EQUIPMENT	866.9000	1,647.0000	0.0000	0.0000	(1,647.0000)
4292	MAINT/REPAIR - HARDWARE	0.0000	0.0000	0.0000	54,500.0000	54,500.0000
4293	MAINT/REPAIR - SOFTWARE	0.0000	0.0000	0.0000	15,400.0000	15,400.0000
4361	CONTRACTUAL/PROF SERVICES	150,000.0000	252,255.0000	190,174.5000	156,850.0000	(95,405.0000)
	Account Classification Total: 4250 - OTHER SERVICES & CHARGES	\$150,866.90	\$253,902.00	\$190,174.50	\$226,750.00	(\$27,152.00)

4400 - CAPITAL OUTLAY

4453	COMMUNICATIONS	18,419.0500	26,000.0000	18,098.0000	0.0000	(26,000.0000)
	Account Classification Total: 4400 - CAPITAL OUTLAY	\$18,419.05	\$26,000.00	\$18,098.00	\$0.00	(\$26,000.00)

Bruce Harris web hosting costs moved to 4361 Contractual Professional

	Project Total: 00 - GENERAL	\$169,285.95	\$327,518.00	\$220,922.80	\$262,462.00	(\$65,056.00)
	Department Total: 131 - GIS AUTOMATION FUND	\$169,285.95	\$327,518.00	\$220,922.80	\$262,462.00	(\$65,056.00)
	EXPENSES Total	\$169,285.95	\$327,518.00	\$220,922.80	\$262,462.00	(\$65,056.00)

Fund REVENUE Total: 013 - GIS AUTOMATION FUND

Fund EXPENSE Total: 013 - GIS AUTOMATION FUND

Fund Total: 013 - GIS AUTOMATION FUND

REVENUE GRAND Totals:

EXPENSE GRAND Totals:

Grand Totals:

		\$224,836.21	\$232,100.00	\$111,113.56	\$232,100.00	\$0.00
		\$169,285.95	\$327,518.00	\$220,922.80	\$262,462.00	(\$65,056.00)
		\$55,550.26	(\$95,418.00)	(\$109,809.24)	(\$30,362.00)	\$65,056.00
		\$224,836.21	\$232,100.00	\$111,113.56	\$232,100.00	\$0.00
		\$169,285.95	\$327,518.00	\$220,922.80	\$262,462.00	(\$65,056.00)
		\$55,550.26	(\$95,418.00)	(\$109,809.24)	(\$30,362.00)	\$65,056.00