

Technology Committee Meeting
Thursday August 5th, 2021
5:00 P.M., Vermilion County Administration Building, 2nd Floor

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes- July 2nd, 2020
4. Audience Comments
5. Technology Services Budget 2021-2022
6. GIS Budget 2021-2022
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, July 2nd, 2020 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, July 2nd, 2020 VCAB Building, 2nd floor.

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

Also present were: Bill Donahue - Risk Consultant, Erika Briggs – Financial Resources Director, Karen Rudd - Technology Services Director, and Brian Talbott – Assistant Technology Services Director.

Agenda Item 2 - Adoption/Amendment to the Agenda

Bird motioned, second by Butler to approve the minutes. Motion passed by acclamation.

Agenda Item 3- Approval of Minutes

Butler motioned, second by Bird to approve the minutes. Motion passed by acclamation.

Agenda Item 4 – Audience Comments

None

Agenda Item 5 – Technology Services Budget FY 2020-2021

Karen Rudd, Technology Services Director, was present to walk through the Technology Budget for the 2021 FY. Some items that were discussed were working on upgrading the email server, adding a 2nd firewall, and upgrading phones where needed.

Motion made by Bird to approve the budget, seconded by Butler. Upon roll call budget was passed unanimously. (4 yes, 3 absent)

Agenda Item 6 – GIS Budget FY 2020-2021

The Tech Services budget was presented by Karen Rudd. Due to a lower amount actual being received in revenue, one salary from the Supervisor of Assessments was removed and put back into the Supervisor of Assessments budget for next year. This will allow the GIS fund to collect revenue and pay for a fly over in the next few years.

Motion made by Butler to approve the budget, seconded by Bird. Upon roll call budget was passed unanimously. (4 yes, 3 absent)

Agenda Item 7 – Executive Session

Not needed.

Agenda Item 8 – Items of Information

Chairman Baughn told the committee that the county received around \$900,000 in grant money due to the current pandemic and more specific information is to follow. There will be an amendment for the 2020 scheduled holidays as Election Day will be added. The 2019 FY Audit will be presented to County Board in August.

Agenda Item 9 - Adjournment

Walls declared the meeting adjourned at 5:11 pm.

Minutes respectfully submitted by: Erika Briggs, Financial Resources Director

DRAFT



Technology Services Budget Worksheet Report

Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 001 - GENERAL FUND						
EXPENSE						
Department 130 - TECHNOLOGY SERVICES						
Project 00 - GENERAL						
<i>PERSONNEL SERVICES</i>						
4101	SALARY - PERSONNEL	144,230.42	113,852.75	93,209.00	58,568.01	96,006.00
4110	SALARY - DEPARTMENT HEAD	66,687.00	76,619.50	70,813.00	44,495.17	72,937.00
4155	INSURANCE - LIFE/HEALTH	32,311.88	37,352.91	37,000.00	23,200.00	37,000.00
<i>PERSONNEL SERVICES Totals</i>		<u>\$243,229.30</u>	<u>\$227,825.16</u>	<u>\$201,022.00</u>	<u>\$126,263.18</u>	<u>\$205,943.00</u>
<i>SUPPLIES & MATERIALS</i>						
4210	SUPPLIES/OFFICE	4,994.22	4,994.91	6,000.00	4,391.67	6,000.00
<i>SUPPLIES & MATERIALS Totals</i>		<u>\$4,994.22</u>	<u>\$4,994.91</u>	<u>\$6,000.00</u>	<u>\$4,391.67</u>	<u>\$6,000.00</u>
<i>OTHER SERVICES & CHARGES</i>						
4251	TRAVEL EXPENSE	65.48	94.60	250.00	100.36	200.00
4270	POSTAGE	89.80	.00	100.00	56.85	100.00
4292	MAINT/REPAIR - HARDWARE	154,357.94	125,779.80	137,850.00	44,108.21	131,450.00
4293	MAINT/REPAIR - SOFTWARE	165,949.35	189,498.36	170,071.00	124,429.65	164,812.00
4361	CONTRACTUAL/PROF	27,311.25	67,391.83	40,500.00	18,173.00	36,250.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$347,773.82</u>	<u>\$382,764.59</u>	<u>\$348,771.00</u>	<u>\$186,868.07</u>	<u>\$332,812.00</u>
<i>CAPITAL OUTLAY</i>						
4453	COMMUNICATIONS	69,965.81	218,923.15	175,260.00	110,741.24	181,840.00
<i>CAPITAL OUTLAY Totals</i>		<u>\$69,965.81</u>	<u>\$218,923.15</u>	<u>\$175,260.00</u>	<u>\$110,741.24</u>	<u>\$181,840.00</u>
Project 00 - GENERAL Totals		<u>\$665,963.15</u>	<u>\$834,507.81</u>	<u>\$731,053.00</u>	<u>\$428,264.16</u>	<u>\$726,595.00</u>
Department 130 - TECHNOLOGY		<u>\$665,963.15</u>	<u>\$834,507.81</u>	<u>\$731,053.00</u>	<u>\$428,264.16</u>	<u>\$726,595.00</u>
EXPENSE TOTALS		<u>\$665,963.15</u>	<u>\$834,507.81</u>	<u>\$731,053.00</u>	<u>\$428,264.16</u>	<u>\$726,595.00</u>
Fund 001 - GENERAL FUND Totals						
EXPENSE TOTALS		<u>\$665,963.15</u>	<u>\$834,507.81</u>	<u>\$731,053.00</u>	<u>\$428,264.16</u>	<u>\$726,595.00</u>
Fund 001 - GENERAL FUND Totals		(\$665,963.15)	(\$834,507.81)	(\$731,053.00)	(\$428,264.16)	(\$726,595.00)
Net Grand Totals						
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		\$665,963.15	\$834,507.81	\$731,053.00	\$428,264.16	\$726,595.00
Net Grand Totals		(\$665,963.15)	(\$834,507.81)	(\$731,053.00)	(\$428,264.16)	(\$726,595.00)

Technology Services 2021 / 2022

6/22/2021

		Last Year 2020/2021 Budget Amount	Proposed 2021 / 2022 Budget Amount	Estimates
001.130.00.4101	Salary - Personnel	\$ 93,209.00	\$ 96,006.00	Brian Talbott - Assistant Director Tim Sanders - Assistant Network Tech
				Total:
001.130.00.4110	Salary - Department Head	70,813.00	72,937.00	Karen Rudd - Director
001.130.00.4155	Insurance - Life/Health	37,000.00	37,000.00	
Personnel Services		\$ 201,022.00	\$ 205,943.00	
001.130.00.4210	Supplies / Office	6,000.00	6,000.00	
001.130.00.4238	Special Circumstances	-	-	
Supplies & Materials		\$ 6,000.00	\$ 6,000.00	
001.130.00.4251	Travel Expense	\$ 250.00	\$ 200.00	
001.130.00.4270	Postage	100.00	100.00	
001.130.00.4292	Maint/Repair - Hardware	137,850.00	131,450.00	See attached spreadsheet
001.130.00.4293	Maint/Repair - Software	170,071.00	164,812.00	See attached spreadsheet
001.130.00.4361	Contractual/Prof Services	40,500.00	36,250.00	Area Wide / Gibson, SEICO, B&B
001.130.00.4364	Education / Training	-	-	
Other Services & Charges		\$ 348,771.00	\$ 332,812.00	
001.130.00.4450	Office Furniture/Equipment	\$ -	\$ -	
001.130.00.4453	Communications	\$ 175,260.00	\$ 181,840.00	See attached spreadsheet
Capital Outlay		\$ 175,260.00	\$ 181,840.00	
ALL TOTAL		\$ 731,053.00	\$ 726,595.00	

Technology Services				
Salaries Worksheet for 2021 / 2022 Budget				
5/19/2021				
Position	Current Salary	Pay Raise	2022 Budgeted Salary	
Brian Talbott, Assistant Director	\$53,213.92	\$1,596.42	\$54,810.34	3%
Tim Sanders, Assistant Network Tech (union)	\$39,994.95	\$1,199.85	\$41,194.80	3%
Network OverTime	\$0.00	\$0.00	\$0.00	
Salary Personnel - 001.130.00.4101	\$93,208.87	\$2,796.27	\$96,005.14	
Karen Rudd - Director	\$70,812.50	\$2,124.38	\$72,936.88	3%
Department Head - 001.130.00.4110			\$72,936.88	

Fund 001 Depts	Department	Notes	Hardware 4292	Software 4293	Cont/Prof 4361	Communication 4453
County Board	001.110	No new equipment needed.	\$0.00			
Auditor	001.120	Replace 2 pcs	\$2,000.00			
Tech Services	001.130	Replace equipment in Tech Services (as needed)	\$3,000.00			
		Replace equipment in other departments (as needed)	\$20,000.00			
		General Networking supplies (switches, cables, domains, etc)	\$10,000.00			
		Tyler - New World Accounting Software (increases 5% yearly)		\$17,111.00		
		DevNet property tax software (includes cama)		\$58,000.00		
		Area Wide - mtn agreements	\$3,000.00			
		Netwatch Defense, Anti-Virus & E-mail spam		\$62,400.00		
		Area Wide - ADA compliance tool for web pages		\$550.00		
		Area Wide - virtual desktop 5 licenses (HVAC & Door access pcs)		\$800.00		
		Area Wide - R720 Server - yearly mtn GZK8Q22	\$500.00			
		Area Wide - R720 Server - yearly mtn D1PXQ22	\$1,000.00			
		Veeam Backup Essentials		\$2,050.00		
		Veeam Backup Essentials at PSB		\$700.00		
		VMWare sphere 6 standard at PSB		\$600.00		
		Vsphere - yearly renewal		\$5,000.00		
		Net Support - Desktop Alert		\$155.00		
		Sonic Wall - yearly costs (Courthouse, B&G, Health Dept)	\$3,000.00			
		Replace Sonicwall at Hazel Street	\$1,200.00			
		SSI Certificates		\$1,000.00		
		SANS device - yearly renewals (5 devices)	\$9,500.00			
		Server Renewals	\$3,000.00			
		County Board - Zoom		\$150.00		
		Laserfiche		\$1,000.00		
		LogMeln Pro (50 licenses)		\$1,000.00		
		AT&T - cell phones for T.S.				\$2,000.00
		Network Consulting (Area Wide)			\$26,250.00	
		Gibson - phone contractor			\$5,000.00	
		Other - consultants (Johnson, Seico, etc.)			\$5,000.00	
		AT&T network connection to 7 buildings				\$82,000.00
		AT&T pots lines for 201 N Vermilion				\$4,800.00
		AT&T (internet and voice) for courthouse and VCAB				\$30,000.00
		AT&T (PSB - POTS phones)				\$13,200.00
		B&B - VOIP phones				\$12,500.00
		Call One - phone bills				\$20,500.00
		Gibson - mtn agreement on phone system at vcab				\$3,500.00
		Gibson - yearly software at courthouse				\$1,000.00
		Gibson - yearly software at PSB				\$550.00
		Gibson - yearly software at Juv Det				\$250.00

		Misc Phone Costs (replace phones, etc.)			\$3,000.00
		Sparklight (Cable One) internet - 2507 Georgetown Rd			\$1,200.00
		Comcast - backup at 201 N Vermilion			\$3,600.00
Treasurer	001.140 and Fund 088	No new equipment needed.			
		Quickbooks - yearly software subscription		\$4,000.00	
Non-Departmental	001.168	Replace 6 copiers (as needed) in departments.	\$33,750.00		
		1 - States' Atty, 1- Public Def, 2 - Circuit Clerk, 2 - Judges (move 2 copiers)			
		CDS Copier contract	\$25,000.00		
		DTI copier costs	\$12,000.00		
Capital Outlays	001.190	n/a			
Circuit Clerk	001.210 Fund 074	also see fund 074			
		computer equipment paid from Fund 074			
State's Attorney	001.220				
Probation	001.230 and Fund 014	See Fund 014			
		Probation pays for equipment from Fund 014			
Judiciary & Rules	001.240	no new pcs or laptops needed			
		Yearly Zoom Licenses		\$2,400.00	
Public Defender	001.250	no new pcs needed			
		Current Legal Edge cost \$2,500 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			
Merit Commission	001.320	n/a			

EMA	001.330	replace director's pc	\$1,000.00			
Coroner	001.350 and Fund 035	No new equipment needed.				
Supt/Schools	001.420	Bookkeeping software - yearly mtn (chalkable)		\$4,400.00		
		CTS - McAfee Renewal \$240.00		\$240.00		
		Area IV - Web Host \$180.00		\$180.00		
		Comcast internet - \$140.00 monthly				\$1,700.00
Animal Reg	001.440 & Fund 011	See Fund 011				
		Google Workspace \$48.00 monthly		\$576.00		
County Clerk	001.510 and Fund 015 and Fund 018	Replace 5 scanners (may be reimbursed from IVRS)	\$2,500.00			
Recorder	001.520 and Fund 076	Currently leases equipment from non fund 001				
		Recommended that they replace pcs and server in late 2022 or 2023				
Election Comm	001.530	Need to Replace voter tabulation pc	\$1,000.00			
Supv/Assmts & Brd of Review	001.540 & 550 and Fund 086	no new equipment needed				
Bldg & Grounds	001.610	ComCast Internet \$170.00 a month for Hazel Street				\$2,040.00
				Hardware 4292	Software 4293	Cont/Prof 4361 Communication 4453
Proposed budgeted amount:			\$131,450.00	\$164,812.00	\$36,250.00	\$181,840.00
Last Year's Budgeted amount:			\$137,850.00	\$170,071.00	\$40,500.00	\$175,260.00
Difference:			-\$6,400.00	-\$5,259.00	-\$4,250.00	\$6,580.00
Total Budget change:			-\$9,329.00			
Changes in 2022:						



GIS Budget Worksheet Report

Budget Year 2022

Account	Account Description	2019 Actual Amount	2020 Actual Amount	2021 Amended Budget	2021 Actual Amount	2022 Department Request
Fund 013 - GIS AUTOMATION FUND						
REVENUE						
Department 101 - GENERAL						
Project 00 - GENERAL						
<i>CHARGES FOR SERVICES</i>						
3590	FILING FEE - GIS	183,678.00	209,001.00	230,000.00	146,510.00	230,000.00
3591	MAPPING REVENUE - GIS	2,651.15	240.80	2,000.00	.00	2,000.00
<i>CHARGES FOR SERVICES Totals</i>		<u>\$186,329.15</u>	<u>\$209,241.80</u>	<u>\$232,000.00</u>	<u>\$146,510.00</u>	<u>\$232,000.00</u>
<i>MISCELLANEOUS REVENUES</i>						
3701	INTEREST	649.31	1,419.42	100.00	597.91	100.00
<i>MISCELLANEOUS REVENUES Totals</i>		<u>\$649.31</u>	<u>\$1,419.42</u>	<u>\$100.00</u>	<u>\$597.91</u>	<u>\$100.00</u>
Project 00 - GENERAL Totals		<u>\$186,978.46</u>	<u>\$210,661.22</u>	<u>\$232,100.00</u>	<u>\$147,107.91</u>	<u>\$232,100.00</u>
Department 101 - GENERAL Totals		<u>\$186,978.46</u>	<u>\$210,661.22</u>	<u>\$232,100.00</u>	<u>\$147,107.91</u>	<u>\$232,100.00</u>
REVENUE TOTALS		\$186,978.46	\$210,661.22	\$232,100.00	\$147,107.91	\$232,100.00
EXPENSE						
Department 131 - GIS AUTOMATION FUND						
Project 00 - GENERAL						
<i>PERSONNEL SERVICES</i>						
4101	SALARY - PERSONNEL	25,749.12	42,835.00	.00	.00	.00
4149	FICA	1,931.32	.00	.00	.00	.00
4150	IMRF	1,042.14	.00	.00	.00	.00
4155	INSURANCE - LIFE/HEALTH	9,138.00	.00	.00	.00	.00
<i>PERSONNEL SERVICES Totals</i>		<u>\$37,860.58</u>	<u>\$42,835.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
<i>OTHER SERVICES & CHARGES</i>						
4292	MAINT/REPAIR - HARDWARE	52,797.58	20,868.68	5,000.00	866.50	10,500.00
4293	MAINT/REPAIR - SOFTWARE	14,545.63	8,000.00	9,000.00	7,100.00	9,000.00
4361	CONTRACTUAL/PROF	156,850.00	160,350.00	156,850.00	91,500.00	156,850.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$224,193.21</u>	<u>\$189,218.68</u>	<u>\$170,850.00</u>	<u>\$99,466.50</u>	<u>\$176,350.00</u>
Project 00 - GENERAL Totals		<u>\$262,053.79</u>	<u>\$232,053.68</u>	<u>\$170,850.00</u>	<u>\$99,466.50</u>	<u>\$176,350.00</u>
Department 131 - GIS AUTOMATION		<u>\$262,053.79</u>	<u>\$232,053.68</u>	<u>\$170,850.00</u>	<u>\$99,466.50</u>	<u>\$176,350.00</u>
EXPENSE TOTALS		\$262,053.79	\$232,053.68	\$170,850.00	\$99,466.50	\$176,350.00
Fund 013 - GIS AUTOMATION FUND						
REVENUE TOTALS		\$186,978.46	\$210,661.22	\$232,100.00	\$147,107.91	\$232,100.00
EXPENSE TOTALS		\$262,053.79	\$232,053.68	\$170,850.00	\$99,466.50	\$176,350.00
Fund 013 - GIS AUTOMATION FUND		<u>(\$75,075.33)</u>	<u>(\$21,392.46)</u>	<u>\$61,250.00</u>	<u>\$47,641.41</u>	<u>\$55,750.00</u>
Net Grand Totals						
REVENUE GRAND TOTALS		\$186,978.46	\$210,661.22	\$232,100.00	\$147,107.91	\$232,100.00
EXPENSE GRAND TOTALS		\$262,053.79	\$232,053.68	\$170,850.00	\$99,466.50	\$176,350.00
Net Grand Totals		<u>(\$75,075.33)</u>	<u>(\$21,392.46)</u>	<u>\$61,250.00</u>	<u>\$47,641.41</u>	<u>\$55,750.00</u>

GIS 2021/2022 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	\$ -	
Personnel Services		\$ -	
001.130.00.04210	Supplies / Office	-	
Supplies & Materials		\$ -	
013.131.00.4251	Travel Expense	\$ -	
013.131.00.4290	Maint/Repair - Equipment	\$ -	
013.131.00.4292	Maint/Repair - Hardware	\$ 10,500.00	
			Replace Plotter 8,000.00
			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	
			Contract is up for renewal in 2021
			Monthly web site hosting & offsite backup 6,000.00
			Bruce Harris GIS Contract 150,850.00
			Total Contractual: 156,850.00
013.131.00.4363	Dues/License Fees	-	
013.131.00.4364	Education/Training	-	
Other Services & Charges		\$ 176,350.00	
013.131.00.4450	Office Furniture/Equipment	-	
013.131.00.4453	Communications	-	
Capital Outlay		\$ -	
013.131.00.4610	Transfer	\$ -	
Transfers		\$ -	
Total:		\$ 176,350.00	