

Technology Committee Meeting
Thursday August 4th, 2022
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- August 5th, 2021
4. Audience Comments
5. Technology Services Budget 2022-2023
6. GIS Budget 2022-2023
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, August 5, 2021 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, August 5th, 2021 at the VCAB Building, 2nd floor.

Upon the call of roll, the following members were present: Crisi Walls, Joel Bird, Phearn Butler and Larry Baughn (Ex-Officio Member). Excused absent was Diana Frazier-Brenneman. Absent were: Breannah Haton, Jim Watson, and Shelley McLain. (4 present, 4 absent)

Also present were: Karen Rudd - Technology Services Director, and Cassy Carter – Financial Administrative Manager.

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 – July 2nd, 2020

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 2021-2022

Karen Rudd, Technology Services Director, was present to walk through the Technology Budget for the 2022 FY. The salary line was increased by 3% to account for raises. The budget overall decreased. This was due to the ability to move the firewall and sans device to current budget year using money from the American Rescue Fund. Thus, giving the ability to decrease the 2022 budget by \$40,000.

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

Agenda Item 6 – GIS Budget FY 2021-2022

The GIS budget was presented by Karen Rudd. The only changes to the budget was to replace a plotter/scanner. Rudd also noted the contract with Bruce Harris is up for renewal, but budgeted the same amount as last year since she believes there should not be an increase.

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

Agenda Item 7 – Executive Session

Not needed.

Agenda Item 8 – Items of Information

Chairman Baughn told the committee that the audit with Sandy at Clifton Larson Allen is almost complete. He also pointed out that all committees will meet in August. Chairman Baughn reminded all that the Windfarm Ordinance is on the agenda for the 8/10/2021 County Board meeting.

Agenda Item 9 - Adjournment

Walls declared the meeting adjourned at 5:08 pm.

Minutes respectfully submitted by: Cassy Carter, Financial Administrative Manager



Technology Services Budget Worksheet Report

Budget Year 2023

Account	Account Description	2021 Actual Amount	2022 Amended Budget	2022 Actual Amount	2023 Department Request
Fund 001 - GENERAL FUND					
EXPENSE					
Department 130 - Technology Services					
Project 00 - General					
<i>PERSONNEL SERVICES</i>					
4101	Salary - Personnel	93,208.84	96,006.00	55,093.84	165,350.00
4110	Salary - Department Head	70,812.50	72,937.00	45,550.67	81,577.00
4155	Insurance - Life/Health	34,800.00	37,000.00	21,700.00	51,500.00
<i>PERSONNEL SERVICES Totals</i>		<u>\$198,821.34</u>	<u>\$205,943.00</u>	<u>\$122,344.51</u>	<u>\$298,427.00</u>
<i>SUPPLIES & MATERIALS</i>					
4210	Supplies/Office	5,993.80	6,000.00	3,902.34	6,000.00
4238	Special Circumstances	.00	.00	.00	.00
<i>SUPPLIES & MATERIALS Totals</i>		<u>\$5,993.80</u>	<u>\$6,000.00</u>	<u>\$3,902.34</u>	<u>\$6,000.00</u>
<i>OTHER SERVICES & CHARGES</i>					
4251	Travel Expense	174.84	350.00	133.39	350.00
4270	Postage	65.40	100.00	94.80	100.00
4292	Maint/Repair - Hardware	143,966.42	131,450.00	40,322.88	94,671.00
4293	Maint/Repair - Software	168,660.09	164,812.00	143,123.92	116,931.00
4361	Contractual/Prof Services	34,198.00	36,100.00	19,307.50	35,500.00
4364	Education/Training	.00	.00	.00	.00
<i>OTHER SERVICES & CHARGES Totals</i>		<u>\$347,064.75</u>	<u>\$332,812.00</u>	<u>\$202,982.49</u>	<u>\$247,552.00</u>
<i>CAPITAL OUTLAY</i>					
4450	Office Furniture/Equipment	.00	.00	.00	500.00
4453	Communications	174,451.93	181,840.00	95,390.12	172,550.00
<i>CAPITAL OUTLAY Totals</i>		<u>\$174,451.93</u>	<u>\$181,840.00</u>	<u>\$95,390.12</u>	<u>\$173,050.00</u>
Project 00 - General Totals		<u>\$726,331.82</u>	<u>\$726,595.00</u>	<u>\$424,619.46</u>	<u>\$725,029.00</u>
Department 130 - Technology Services		<u>\$726,331.82</u>	<u>\$726,595.00</u>	<u>\$424,619.46</u>	<u>\$725,029.00</u>
EXPENSE TOTALS		<u>\$726,331.82</u>	<u>\$726,595.00</u>	<u>\$424,619.46</u>	<u>\$725,029.00</u>
Fund 001 - GENERAL FUND Totals					
EXPENSE TOTALS		<u>\$726,331.82</u>	<u>\$726,595.00</u>	<u>\$424,619.46</u>	<u>\$725,029.00</u>
Fund 001 - GENERAL FUND Totals		<u>(\$726,331.82)</u>	<u>(\$726,595.00)</u>	<u>(\$424,619.46)</u>	<u>(\$725,029.00)</u>
Net Grand Totals					
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		<u>\$726,331.82</u>	<u>\$726,595.00</u>	<u>\$424,619.46</u>	<u>\$725,029.00</u>
Net Grand Totals		<u>(\$726,331.82)</u>	<u>(\$726,595.00)</u>	<u>(\$424,619.46)</u>	<u>(\$725,029.00)</u>

Technology Services 2022 / 2023

7/7/2022

		Current Year 2021/2022 Budget Amount	Proposed 2022/2023 Budget Amount	Estimates
001.130.00.4101	Salary - Personnel	\$ 96,006.00	\$ 165,350.00	Brian Talbott - Assistant Director Job Posted - Network Tech Tim Sanders - Assistant Network Tech <hr/> Total:
001.130.00.4110	Salary - Department Head	72,937.00	81,577.00	Karen Rudd - Director
001.130.00.4155	Insurance - Life/Health	37,000.00	51,500.00	
Personnel Services		\$ 205,943.00	\$ 298,427.00	
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	\$ 350.00	\$ 350.00	
001.130.00.4270	Postage	100.00	100.00	
001.130.00.4292	Maint/Repair - Hardware	131,450.00	94,671.00	See attached spreadsheet
001.130.00.4293	Maint/Repair - Software	164,812.00	116,931.00	See attached spreadsheet
001.130.00.4361	Contractual/Prof Services	36,100.00	35,500.00	Area Wide / Gibson, SEICO, B&B
001.130.00.4364	Education / Training	-	-	
Other Services & Charges		\$ 332,812.00	\$ 247,552.00	
001.130.00.4450	Office Furniture/Equipment	\$ -	\$ -	
001.130.00.4453	Communications	\$ 181,840.00	\$ 172,550.00	See attached spreadsheet
Capital Outlay		\$ 181,840.00	\$ 172,550.00	
ALL TOTAL		\$ 726,595.00	\$ 724,529.00	

Fund 001 Depts	Department	Notes	Hardware 4292	Software 4293	Cont/Prof 4361	Communication 4453	ARPA
County Board	001.110	No new equipment needed					
Auditor	001.120	No new equipment needed					
Tech Services	001.130						
		Replace equipment in Tech Services (as needed)	\$2,671.00				
		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)		\$18,000.00			
		Tyler - yearly Asset Management license		\$1,100.00			
		DevNet property tax software (includes cama)					\$59,000.00
		Area Wide - mtn agreements	\$3,000.00				
		Netwatch Defense, Anti-Virus & E-mail spam		\$72,000.00			
		Area Wide - ADA compliance tool for web pages		\$600.00			
		Area Wide - virtual desktop 5 licenses (HVAC & Door access pcs)		\$900.00			
		Core Switches N2048		\$1,800.00			
		Veeam Backup Essentials		\$2,250.00			
		Veeam Backup Essentials at PSB		\$750.00			
		VMWare sphere 6 standard at PSB		\$600.00			
		Vsphere - yearly renewal		\$5,000.00			
		Net Support - Desktop Alert		\$155.00			
		Sonic Wall - yearly costs (VCAB, Hazel St, Health Dept)	\$1,000.00				
		SSI Certificates		\$1,000.00			
		SANS device - yearly renewals (5 devices)	\$4,000.00				
		Server Renewals	\$3,500.00				
		County Board - Zoom					\$150.00
		Laserfiche		\$1,000.00			
		AT&T - cell phones for T.S.				\$2,400.00	
		Network Consulting (Area Wide)			\$27,500.00		
		Gibson - phone contractor			\$4,000.00		
		Other - consultants (Johnson, Seico, etc.)			\$4,000.00		
		AT&T network connection to 7 buildings				\$65,000.00	
		AT&T (internet and voice) for courthouse and VCAB				\$36,000.00	
		AT&T (PSB - POTS phones)				\$13,200.00	
		B&B - VOIP phones				\$12,500.00	
		Peerless / Call One - phone bills				\$25,000.00	
		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				\$550.00	
		Gibson - yearly software at Health Dept				\$550.00	
		Misc Phone Costs (replace phones, etc.)				\$3,000.00	
		Sparklight (Cable One) internet - 2507 Georgetown Rd				\$1,500.00	
		Comcast - backup at 201 N Vermillion				\$3,600.00	

Treasurer	001.140					
	and Fund 088	No new equipment needed.				
		Quickbooks - yearly software subscription		\$4,000.00		
on-Department:	001.168					
		Replace 3 copiers				\$20,000.00
		CDS Copier contract	\$26,400.00			
		DTI copier costs	\$14,500.00			
Capital Outlays	001.190					
		n/a				
Circuit Clerk	001.210	also see fund 074				
	Fund 074	computer equipment paid from Fund 074				
State's Attorney	001.220					
		No new equipment needed.				
Probation	001.230	See Fund 014				
	and Fund 014	Probation pays for equipment from Fund 014				
Judiciary & Rules	001.240					
		Yearly - Solid Circle Court Calendar				\$7,000.00
		Yearly Zoom Licenses				\$2,400.00
Public Defender	001.250					
		No new equipment needed.				
		Current Legal Edge yearly - charged by # of cases		\$2,800.00		
		Public Defender will convert to Jano after State's Atty's office				
Sheriff	001.310	Public Bldg Comm pays for IT				
	and Fund 006	We will recommend that they replace 17 pcs				
	and Fund 009					
Merit Commissio	001.320	n/a				
EMA	001.330					
		No new equipment needed.				
Coroner	001.350					
	and Fund 035	Replace 2 pcs	\$2,400.00			
		Replace 2 laptops	\$2,400.00			
Supt/Schools	001.420					

		Bookkeeping software - yearly mtn (chalkable)		\$4,400.00			
		Comcast internet - \$140.00 monthly				\$1,700.00	
Animal Reg	001.440	See Fund 011					
	& Fund 011	Google Workspace \$48.00 monthly		\$576.00			
County Clerk	001.510	No new equipment needed.					
	and Fund 015						
	and Fund 018						
Recorder	001.520	Currently leases equipment from non fund 001					
	and Fund 076	<i>Recommended that they replace pcs and server in late 2022 or 2023</i>					
Election Comm	001.530						
Supv/Assmts	001.540 & 550						
& Brd of Review	and Fund 086	Replace 4 pcs		\$4,800.00			
Bldg & Grounds	001.610						
		ComCast Internet \$190.00 a month for Hazel Street				\$2,500.00	
			Hardware 4292	Software 4293	Cont/Prof 4361	Communication 4453	ARPA
Proposed budgeted amount:			\$94,671.00	\$116,931.00	\$35,500.00	\$172,550.00	\$88,550.00
Last Year's Budgeted amount:			\$131,450.00	\$164,812.00	\$36,100.00	\$181,840.00	
Difference:			-\$36,779.00	-\$47,881.00	-\$600.00	-\$9,290.00	
Total Budget change:			-\$94,550.00				

ARPA - 2023		ARPA
DevNet property tax software - allows customers to pay taxes on-line		\$59,000.00
County Board - Zoom		\$150.00
Replace 3 copiers		\$20,000.00
Yearly - Solid Circle Judge's Court Calendar - allows people to view calendar on-line		\$7,000.00
Judges - Yearly Zoom Licenses used in judge's chambers and courtrooms		\$2,400.00
		\$88,550.00



GIS Budget Worksheet Report

Budget Year 2023

Account	Account Description	2021 Actual Amount	2022 Amended Budget	2022 Actual Amount	2023 Department Request
Fund 013 - GIS AUTOMATION FUND					
REVENUE					
Department 101 - GENERAL					
Project 00 - GENERAL					
<i>INTERGOVERNMENTAL REVENUE</i>					
3324	GRANT FUNDS	.00	.00	.00	.00
	<i>INTERGOVERNMENTAL REVENUE</i>	\$0.00	\$0.00	\$0.00	\$0.00
<i>CHARGES FOR SERVICES</i>					
3590	FILING FEE - GIS	232,944.00	230,000.00	120,980.00	230,000.00
3591	MAPPING REVENUE - GIS	2,304.75	2,000.00	.00	2,000.00
	<i>CHARGES FOR SERVICES Totals</i>	\$235,248.75	\$232,000.00	\$120,980.00	232,000.00
<i>MISCELLANEOUS REVENUES</i>					
3701	INTEREST	1,052.37	100.00	470.73	100.00
3710	MISCELLANEOUS	.00	.00	.00	.00
	<i>MISCELLANEOUS REVENUES Totals</i>	\$1,052.37	\$100.00	\$470.73	100.00
<i>OTHER FINANCING SOURCES</i>					
3902	TRANSFERS IN	.00	.00	.00	.00
	<i>OTHER FINANCING SOURCES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00
	Project 00 - GENERAL Totals	\$236,301.12	\$232,100.00	\$121,450.73	232,100.00
	Department 101 - GENERAL Totals	\$236,301.12	\$232,100.00	\$121,450.73	232,100.00
	REVENUE TOTALS	\$236,301.12	\$232,100.00	\$121,450.73	232,100.00

EXPENSE

Department 131 - GIS AUTOMATION FUND

Project 00 - GENERAL

PERSONNEL SERVICES

4101	SALARY - PERSONNEL	.00	.00	.00	.00
4149	FICA	.00	.00	.00	.00
4150	IMRF	.00	.00	.00	.00
4151	UNEMPLOYMENT	.00	.00	.00	.00
4152	WORKERS COMPENSATION	.00	.00	.00	.00
4155	INSURANCE - LIFE/HEALTH	.00	.00	.00	.00
	<i>PERSONNEL SERVICES Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00

SUPPLIES & MATERIALS

4210	SUPPLIES/OFFICE	.00	.00	.00	.00
	<i>SUPPLIES & MATERIALS Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00

OTHER SERVICES & CHARGES

4251	TRAVEL EXPENSE	.00	.00	.00	.00
4290	MAINT/REPAIR - EQUIPMENT	.00	.00	.00	.00
4292	MAINT/REPAIR - HARDWARE	1,094.96	10,500.00	8,618.75	2,000.00
4293	MAINT/REPAIR - SOFTWARE	8,000.00	9,000.00	7,100.00	9,000.00



GIS Budget Worksheet Report

Budget Year 2023

4361	CONTRACTUAL/PROF	156,850.00	156,850.00	91,500.00	156,850.00
4363	DUES/LICENSE FEES	.00	.00	.00	.00
4364	EDUCATION/TRAINING	.00	.00	.00	.00
<i>OTHER SERVICES & CHARGES Totals</i>		\$165,944.96	\$176,350.00	\$107,218.75	167,850.00
<i>CAPITAL OUTLAY</i>					
4450	OFFICE	.00	.00	.00	.00
4453	COMMUNICATIONS	.00	.00	.00	.00
<i>CAPITAL OUTLAY Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00
<i>TRANSFERS</i>					
4610	TRANSFER	.00	.00	.00	.00
<i>TRANSFERS Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00
Project 00 - GENERAL Totals		\$165,944.96	\$176,350.00	\$107,218.75	167,850.00
Department 131 - GIS AUTOMATION		\$165,944.96	\$176,350.00	\$107,218.75	167,850.00
EXPENSE TOTALS		\$165,944.96	\$176,350.00	\$107,218.75	167,850.00

GIS 2022/2023 Budget

Expenditures		Current Year	Proposed	Project Estimates
		2021/2022	2022/2023	
		Budget Amount	Budget Amount	
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	\$ 2,000.00	
				Plotter & laminator supplies 2,000.00
013.131.00.4293	Maint/Repair - Software	\$ 9,000.00	\$ 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	156,850.00	
				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	\$ 167,850.00	
013.131.00.4450	Office Furniture/Equipment	-	-	
013.131.00.4453	Communications	-	-	
Capital Outlay		\$ -	\$ -	
013.131.00.4610	Transfer	\$ -	\$ -	
Transfers		\$ -	\$ -	
Total:		\$ 176,350.00	\$ 167,850.00	

Note: Line Item: 4292 Plotter/scanner was replaced in March 2022 for \$8,500.