

Technology Committee Meeting
Wednesday, September 13, 2023
5:00 P.M., Joseph G Cannon Building, 2nd Floor

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes- August 4th, 2022
4. Audience Comments
5. ARPA - Minute taker Software - \$5,000.00
6. Technology Services Budget 2023-2024
7. GIS Budget 2023-2024
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. Items of Information and Committee Concerns
10. Adjournment

Technology Committee Meeting
Thursday, August 4, 2022 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 4th, 2022 at the VCAB Building, 2nd floor.

Upon the call of roll, the following members were present: Crisi Walls, Joel Bird, Breannah Haton and Larry Baughn (Ex-Officio Member). Absent were Phearn Butler, Jim Watson, and Shelly McLain. (4 present, 3 absent)

Also present were: Karen Rudd - Technology Services Director, Kevin Green, County Board Member, Bill Donahue, Risk Consultant, and Cassy Carter, Financial Resources Director.

Agenda Item 2 - Adoption/Amendment to the Agenda

Bird motioned, second by Haton to approve the Agenda. Motion passed by acclamation.

Agenda Item 3- Approval of Minutes – August 5th, 2021

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

Agenda Item 4 – Audience Comments

Green asked for an update of the microphones in chambers. Rudd explained she has ordered wired microphones and samples of acoustic tiles.

Agenda Item 5 – Technology Services Budget FY 2022 - 2023

Karen Rudd, Technology Services Director, was present to walk through the Technology Budget for the 2023 FY. The salary line was increased by \$3 then additional 3% to account for raises. The budget overall decreased. This was due to the ability to pay software, license fees, and the Judge's calendars from the American Rescue Fund.

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

Agenda Item 6 – GIS Budget FY 2022-2023

The GIS budget was presented by Karen Rudd. The only change to the budget was a decrease due to the plotter/scanner already purchased in the FY2021-2022 budget.

Motion made by Bird to approve the budget, seconded by Haton. 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 5:06 pm.

Minutes respectfully submitted by: Cassy Carter, Financial Resources Director



Technology Services Budget Worksheet Report

Budget Year 2024

Account	Account Description	2021 Actual Amount	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Department Request
Fund 001 - GENERAL FUND							
EXPENSE							
Department 130 - Technology Services							
Project 00 - General							
PERSONNEL SERVICES							
4101	Salary - Personnel	93,208.84	92,422.16	168,848.00	168,848.00	93,846.03	114,251.00
4110	Salary - Department Head	70,812.50	72,937.00	81,775.00	81,775.00	54,499.25	75,343.00
4155	Insurance - Life/Health	34,800.00	33,300.00	51,500.00	51,500.00	27,497.21	35,000.00
<i>PERSONNEL SERVICES Totals</i>		\$198,821.34	\$198,659.16	\$302,123.00	\$302,123.00	\$175,842.49	\$224,594.00
SUPPLIES & MATERIALS							
4210	Supplies/Office	5,993.80	5,996.92	6,000.00	6,000.00	1,963.36	6,000.00
<i>SUPPLIES & MATERIALS Totals</i>		\$5,993.80	\$5,996.92	\$6,000.00	\$6,000.00	\$1,963.36	\$6,000.00
OTHER SERVICES & CHARGES							
4251	Travel Expense	174.84	133.39	350.00	350.00	.00	350.00
4270	Postage	65.40	94.80	100.00	100.00	65.20	100.00
4292	Maint/Repair - Hardware	143,966.42	141,988.09	94,671.00	94,671.00	45,751.58	91,135.00
4293	Maint/Repair - Software	168,660.09	164,554.11	116,931.00	116,931.00	90,208.53	185,004.00
4361	Contractual/Prof Services	34,198.00	24,887.50	35,500.00	35,500.00	18,750.98	38,060.00
<i>OTHER SERVICES & CHARGES Totals</i>		\$347,064.75	\$331,657.89	\$247,552.00	\$247,552.00	\$154,776.29	\$314,649.00
CAPITAL OUTLAY							
4450	Office Furniture/Equipment	.00	.00	500.00	500.00	.00	500.00
4453	Communications	174,451.93	175,220.49	172,550.00	172,550.00	114,703.66	174,176.00
<i>CAPITAL OUTLAY Totals</i>		\$174,451.93	\$175,220.49	\$173,050.00	\$173,050.00	\$114,703.66	\$174,676.00
Project 00 - General Totals		\$726,331.82	\$711,534.46	\$728,725.00	\$728,725.00	\$447,285.80	\$719,919.00
Department 130 - Technology		\$726,331.82	\$711,534.46	\$728,725.00	\$728,725.00	\$447,285.80	\$719,919.00
EXPENSE TOTALS		\$726,331.82	\$711,534.46	\$728,725.00	\$728,725.00	\$447,285.80	\$719,919.00
Fund 001 - GENERAL FUND Totals							
EXPENSE TOTALS		\$726,331.82	\$711,534.46	\$728,725.00	\$728,725.00	\$447,285.80	\$719,919.00
Fund 001 - GENERAL FUND Totals		(\$726,331.82)	(\$711,534.46)	(\$728,725.00)	(\$728,725.00)	(\$447,285.80)	(\$719,919.00)



GIS Automation Fund Budget Worksheet Report

Budget Year 2024

Account	Account Description	2021 Actual Amount	2022 Actual Amount	2023 Adopted Budget	2023 Amended Budget	2023 Actual Amount	2024 Department Request
Fund 013 - GIS AUTOMATION FUND							
REVENUE							
Department 101 - General							
Project 00 - General							
CHARGES FOR SERVICES							
3590	Filing Fee - GIS	232,944.00	205,344.00	230,000.00	230,000.00	134,044.00	230,000.00
3591	Mapping Revenue - GIS	2,304.75	.00	2,000.00	2,000.00	76.30	2,000.00
<i>CHARGES FOR SERVICES Totals</i>		\$235,248.75	\$205,344.00	\$232,000.00	\$232,000.00	\$134,120.30	\$232,000.00
MISCELLANEOUS REVENUES							
3701	Interest	1,052.37	1,117.03	100.00	100.00	991.67	100.00
<i>MISCELLANEOUS REVENUES Totals</i>		\$1,052.37	\$1,117.03	\$100.00	\$100.00	\$991.67	\$100.00
Project 00 - General Totals		\$236,301.12	\$206,461.03	\$232,100.00	\$232,100.00	\$135,111.97	\$232,100.00
Department 101 - General Totals		\$236,301.12	\$206,461.03	\$232,100.00	\$232,100.00	\$135,111.97	\$232,100.00
REVENUE TOTALS		\$236,301.12	\$206,461.03	\$232,100.00	\$232,100.00	\$135,111.97	\$232,100.00
EXPENSE							
Department 131 - GIS Automation Fund							
Project 00 - General							
PERSONNEL SERVICES							
4101	Salary - Personnel	(1,641.00)	.00	.00	.00	.00	.00
<i>PERSONNEL SERVICES Totals</i>		(\$1,641.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SERVICES & CHARGES							
4292	Maint/Repair - Hardware	1,094.96	8,618.75	2,000.00	2,000.00	.00	2,000.00
4293	Maint/Repair - Software	8,000.00	8,000.00	9,000.00	9,000.00	7,100.00	9,000.00
4361	Contractual/Prof Services	156,850.00	158,491.00	156,850.00	156,850.00	104,560.00	156,850.00
<i>OTHER SERVICES & CHARGES Totals</i>		\$165,944.96	\$175,109.75	\$167,850.00	\$167,850.00	\$111,660.00	\$167,850.00
Project 00 - General Totals		\$164,303.96	\$175,109.75	\$167,850.00	\$167,850.00	\$111,660.00	\$167,850.00
Department 131 - GIS		\$164,303.96	\$175,109.75	\$167,850.00	\$167,850.00	\$111,660.00	\$167,850.00
EXPENSE TOTALS		\$164,303.96	\$175,109.75	\$167,850.00	\$167,850.00	\$111,660.00	\$167,850.00
Fund 013 - GIS AUTOMATION FUND							
REVENUE TOTALS		\$236,301.12	\$206,461.03	\$232,100.00	\$232,100.00	\$135,111.97	\$232,100.00
EXPENSE TOTALS		\$164,303.96	\$175,109.75	\$167,850.00	\$167,850.00	\$111,660.00	\$167,850.00
Fund 013 - GIS AUTOMATION FUND		\$71,997.16	\$31,351.28	\$64,250.00	\$64,250.00	\$23,451.97	\$64,250.00

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)	\$2,900.00				
		Replace equipment in other departments (as needed)	\$21,400.00				
		General Networking supplies (switches, cables, domains, etc)	\$10,700.00				
		Upgrade Server OS Software Licensing		\$60,000.00			
		Tyler - New World Accounting Software (increases 5% yearly)		\$19,000.00			
		Tyler - yearly Asset Management license		\$1,177.00			
		DevNet property tax software (includes cama)					\$55,000.00
		Area Wide - mtn agreements	\$3,210.00				
		Netwatch Defense, Anti-Virus & E-mail spam		\$77,040.00			
		Area Wide - ADA compliance tool for web pages		\$650.00			
		Area Wide - virtual desktop 5 licenses (HVAC & Door access pcs)		\$975.00			
		Core Switches N2048		\$2,000.00			
		Veeam Backup Essentials		\$2,450.00			
		Veeam Backup Essentials at PSB		\$800.00			
		VMWare sphere 6 standard at PSB		\$650.00			
		Vsphere - yearly renewal		\$5,350.00			
		Net Support - Desktop Alert		\$165.85			
		Sonic Wall - yearly costs (VCA8, Hazel St, Health Dept)	\$1,100.00				
		SSI Certificates		\$1,070.00			
		SANS device - yearly renewals (5 devices)	\$4,280.00				
		Server Renewals	\$3,745.00				
		County Board - Zoom					\$150.00
		Laserfiche		\$1,100.00			
		AT&T - cell phones for T.S.				\$2,600.00	
		Network Consulting (Area Wide)			\$29,500.00		
		Gibson - phone contractor			\$4,280.00		
		Other - consultants (Johnson, Selco, etc.)			\$4,280.00		
		AT&T network connection to 7 buildings				\$68,400.00	
		AT&T (Internet and voice) for courthouse and VCA8				\$10,930.92	
		AT&T (PSB - PDTS phones)				\$16,200.00	
		At&T IP Flex				\$4,800.00	
		AT&T Flex Bandwidth				\$16,200.00	
		BBB - VOIP phones				\$12,300.00	
		Peerless / Call One - phone bills				\$23,000.00	
		Gibson - mtn agreement on phone system at vca8				\$3,745.00	
		Gibson - yearly software at courthouse				\$1,100.00	
		Gibson - yearly software at PSB				\$600.00	
		Gibson - yearly software at Juv Det				\$600.00	
		Gibson - yearly software at Health Dept				\$600.00	
		Misc Phone Costs (replace phones, etc.)				\$9,200.00	
		Sparklight (Cable One) Internet - 2507 Georgetown Rd				\$1,600.00	
		Comcast - backup at 201 N Vermillion				\$3,900.00	
Treasurer	001.140						
	and Fund 088	No new equipment needed. (Bought with extra in 23)					
		Quickbooks - yearly software subscription		\$4,300.00			
non-Department	001.168						
		Replace 3 copiers					\$20,000.00
		CDS Copier contract	\$28,250.00				
		DTI copier costs	\$15,550.00				
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 and Fund 014	001.230	See Fund 014 Probation pays for equipment from Fund 014					
Judiciary & Rules	001.240	Yearly - Solid Circle Court Calendar Yearly Zoom Licenses			\$7,000.00 \$2,400.00		
Public Defender	001.250	No new equipment needed. Current Legal Edge yearly - charged by # of cases		\$3,000.00			
Sheriff and Fund 006 and Fund 009	001.310	Public Bldg Comm pays for IT					
Merit Commission	001.320	n/a					
EMA	001.330	No new equipment needed.					
Coroner and Fund 035	001.350	No Equipment Needed (bought in 23)					
Supt/Schools	001.420	Bookkeeping software - yearly mtn (chargeable) Comcast internet - \$140.00 monthly	\$4,700.00		\$1,900.00		
Animal Reg & Fund 011	001.440	See Fund 011 Google Workspace \$48.00 monthly	\$576.00				
County Clerk and Fund 015 and Fund 018	001.510	No new equipment needed.					
Recorder and Fund 076	001.520	Currently leases equipment from non fund 001 Recommended that they replace pcs and server in late 2022 or 2023					
Election Comm	001.530						
Supv/Assmts & Bnd of Review and Fund 086	001.540 & 551	no new equipment needed					
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:			\$91,135.00	\$185,003.85	\$38,060.00	\$174,175.92	\$88,550.00
Last Year's Budgeted amount:			\$94,671.00	\$116,931.00	\$35,500.00	\$172,550.00	
Difference:			-\$3,536.00	\$68,072.85	\$2,560.00	\$1,625.92	
Total Budget change:			\$68,722.77				