



Manistee County Board of Commissioners
Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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VICE-CHAIRPERSON
Jeff Dontz

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Karen Goodman
Alan Marshall
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Brook Shafer

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COUNTY BOARD OF COMMISSIONERS STUDY SESSION

Monday, June 22, 2015
1:00 p.m.

Board of Commissioners Meeting Room
415 Third Street, Manistee, MI

MINUTES

Members Present: Ken Hilliard, Chairperson; Mark Bergstrom; Jeff Dontz; Karen Goodman; Alan Marshall; Richard Schmidt; and Brook Shafer

Members Absent: None

Others Present: Tom Kaminski, County Administrator/Controller; Lisa Sagala, Administrative Assistant/Personnel Officer; Gordon McLellan, IT; Jill M. Nowak, County Clerk.

The Study Session was called to Order by Chairman Hilliard at 9:00 a.m.

Pledge of Allegiance

Invocation was given by Mr. Bergstrom

Roll Call – All members present.

Public Comment – None

Review and discussion of a proposed FY 2015/16 Technology Related priority list as determined by the Technology Committee on June 8, 2015. From this June 8, 2015 meeting, Mr. McLellan presented a document entitled Revised Technology Priority List after Technology Committee meeting on June 8, 2015 (Appendix A and A-2).

Gordon McLellan, the County's I.T. Specialist, was present to provide further detail on each item in order of priority. The items were divided into three (3) sections and then each section had

listed ranked priorities. The sections were Reoccurring costs/software; Infrastructure and End-user Upgrades/Network; and Datacenter Upgrades/Server Infrastructure. Mr. McLellan explained this is the third phase of the three phase plan that was presented by Gracon last year. Mr. McLellan also discussed each item on the list and answered questions from the Commissioners.

It was agreed by the Board to move the Malaware Protection under Reoccurring Costs and Desktop computer replacements under Infrastructure and End-user Upgrades, from recommended priority to high priority. It was also a consensus of the Board that all items listed as high priority be tentatively budgeted in the FY 2015/16 Technology Budget. Certain items like Polycom maintenance and courtroom surveillance upgrades will be discussed at the next Joint Court Committee meeting for recommendation of inclusion in the appropriate Court budget.

A new County website was also discussed and what type of priority should be set on that project. It was determined that Mr. McLellan will forward the information from Civic Plus to Mr. Kaminski for distribution to the Board. It is possible to use a local marketing company for website design along with another company that would be needed to set up the framework or backend of the website. The priority on the website will continue to be discussed.

It was agreed upon by all that technology is as vital to business operations as electricity is and priority needs to be given to these needs. Possible funding for these items may be combined from the usage of General Fund balance, allocation from Capital Improvement Funds, possible reimbursement through the Cost Allocation Plan for FOC and prorated reimbursement from the Register of Deeds Technology Fund.

NEXT BUDGET STUDY SESSION MEETING

The next Budget Study Session will be Tuesday, July 14, 2015 at 6 p.m. in the County Board of Commissioners Room.

MISCELLANEOUS BOARD MEMBER COMMENTS

None.

Adjourn at the Call of the Chair.

_____ Clerk

**REVISED TECHNOLOGY PRIORITY LIST AFTER
TECHNOLOGY COMMITTEE MEETING ON 6/8/15
(APP.A)**

Reoccurring Costs	Priority
Dell Appassure Support	high
Microsoft EA	high
Firewall	high
Antivirus	high
Merit Networks	high
Malware Protection	recommended-high
CH Appassure server warranty extension	recommended
SD Appassure server warranty extension	recommended
Polycom District	optional
Polycom Circuit	optional
Polycom Probate	optional
Polycom Jail	optional
Teamviewer Enterprise	optional

Infrastructure and End-user Upgrades

Desktop computer replacements	recommended-high
Courtroom surveillance upgrade (10 cameras)	recommended
Additional switch ports	recommended
Fluke CableIQ network cable tester	recommended
Increased WiFi coverage for building	optional

Datacenter Upgrades

New vSphere Cluster Hardware	high
Courthouse New iSCSI SAN	high
Sheriff New iSCSI SAN	high
Upgrade vSphere host	high
CH Appassure server ram/network upgrade	recommended
SD Appassure server ram/network upgrade	recommended
vSphere essentials	recommended
19 Inch Rack mount LCD/KVM	optional
Totals:	high
	\$154,490.37

(A-2)

10

recommended \$49,124.00
optional \$11,900.00

priorities:

high

recommended

optional

we need this to continue operations without loss of capability
growth and user experience will be negatively impacted without these items
recommended to avoid potential interruption of an important service or operation