



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
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Mark Bergstrom
Karen Goodman
Ken Hilliard
Alan Marshall
Richard Schmidt

CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231)398-3504

TECHNOLOGY/INFORMATION COMMITTEE MINUTES

Wednesday, June 1, 2016
11:00 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Richard Schmidt, Chairperson and Mark Bergstrom

Members Absent: None.

Others Present: Gordon McLellan, Technology Department; Tom Kaminski, County Administrator/Controller; Julie Schmeling, Administrative Secretary; Bruce Schimke, Maintenance Supervisor; Mike Grady, Gracon Service, Inc.; Jill M. Nowak, Manistee County Clerk

The meeting was called to Order at 11:00 a.m.

NOTE- Items requiring Board Action are indicated in BOLD.

2016/17 IT BUDGET DISCUSSION

Gordon McLellan, of the County's IT Department reviewed an updated 2017 IT Goals list (Appendix A). The main focus this year will be upgrading the Sheriff's Office Technology. In particular, updating the Network and Data Center with new servers and switches, renovating the data and power service by installing new data cabling, wiring, sub panel with more outlets and Cat 6 network drops, and a new Shoretel phone system which will be the same as the Courthouse and Government Center and therefore reduce redundancy and makes for easier maintenance. Mr. Grady, Gracon Service, Inc., supported Mr. McLellan's projects and agrees that current technology, best practices and resilient infrastructure is now needed at the Sheriff's Department. Mr. Grady also offered his continued services to assist with the project and support Gordon. The other goals on the IT list are the normal computer rotation and existing support and maintenance

contracts as well as contracted services. Mr. Schimke concurred with the electrical upgrade needed at the Sheriff's Department and he explained some of the technical problems with the electrical system and wiring as well as the phone system. He also stated a Halon or Simplex fire suppression system for computer rooms would be nice to have. This type of system is none corrosive to electronic equipment. However, two (2) systems (one (1) for each building) would cost approximately \$20,000 each.

Mr. Kaminski stated it may be possible to apply for a Revenue Sharing Grant or a R.A.P. Grant through MMRMA because it could possibly reduce liability.

CONNECTION PROJECT UPGRADE FOR 385 AND 395 THIRD STREET BUILDINGS

Gordon had a Technician from Challenger Technology test the fiber optic cable connection between 385 and 395 Third Street buildings in Manistee. This fiber had been installed by Mental Health years ago and it provides an internet connection between the two County owned buildings. We can either use the existing antenna or install a newer faster antenna. Currently, there is an antenna at 385 Third Street and one on the East Annex of the Government Building which links the two buildings together and provides phone and internet service to those buildings. By moving the antennas closer, this will expand the network and increase the reliability of the network service to those buildings. There will be no need to plow in cable which is a very expensive cost. The costs would be staff time from the Maintenance Department while using existing equipment. This provides an immediate benefit to MSU Extension who is in the building and will be a benefit to the County if needed in the future.

OTHER ITEMS FROM COMMITTEE MEMBERS

Jill Nowak recommended appropriating funds for website development. The upgrade of the County's website has been set aside for quite a few years and it is important to upgrade and maintain the electronic presence of the County. Technology is here to stay and to delay it much longer may cost more money to build a new site. A website is the first impression and tool that the public refers to for information about the County. Technology to drive the website and a local design company could both be used in the process. Gordon will look into the matter but guess' the cost would be approximately \$50,000.

Mr. Kaminski will add the \$40,000 for the fire suppression system and the \$50,000 for website technology to the proposed requested budget and these items will be reviewed by the Board of Commissioners.

The meeting was adjourned at the Call of the Chair at 12:06 p.m.

Mark Bergstrom


Richard Schmidt

2017 IT Goals

\$158,231 hardware

\$158,492 support and service contracts

\$75,000 contracted IT services, Gordon McLellan, Gracon, etc

Proposed projects for 2016-17 budget year, in order by priority:

1. **Network and Datacenter updates - \$89,500**
 - a. Upgrade Sheriff network to gigabit ethernet
 - i. Five new switches and UPS for Sheriff's Office - \$22,495
 - ii. New core switch for Sheriff - \$3900
 - b. Four new switches for Courthouse (continuation of 2015-16 work) - \$17,980
 - c. New Hyper-V server for Sheriff (adding redundancy) - \$13,369
 - d. Extra CPU for existing Sheriff server - \$725
 - e. Additional storage for Sheriff (backups and data) - \$11,268
 - f. Additional storage for Courthouse - \$11,268
 - g. Estimated Gracon labor costs for networking installs - \$8500
2. **Sheriff's Office Data & Power - \$13,300**
 - a. Labor and material for new data cabling - \$5400
 - b. Labor and material for new electrical wiring - \$7900
 - c. 100a sub panel with additional outlets in computer room
 - d. Cat 6 network drops to offices in admin section
3. **Sheriff's Office Phones - \$37,931.22**
 - a. Shoretel voice switch at Sheriff, link into Courthouse for voicemail, etc
 - b. Potential cost savings: buying fewer phones up front
4. **Computer rotation replacements - \$18,000**
 - a. 18 computers need to be replaced
 - b. HP ProDesk 600 G2 mini with compatible VESA mount monitor - \$1000 (each)
5. **New Laptop for Network Administrator - \$2,500**
 - a. HP Spectre 15, ssd, 16gb i7 4k - \$2500

Continuing / Existing Support and Maintenance Contracts

- 1. Support and Service Contracts / Reoccurring - \$158,492**
 - b. Merit - \$7800
 - c. Microsoft EA - \$36190 + \$15000 (est) SQL Licensing RoD
 - d. Sophos Firewall and antivirus; - \$5500
 - e. IBM Lease Payment - \$\$\$ Pat
 - f. IBM Support - \$0 yrs 2-5 included
 - g. IDNetworks; Livescan and JMS - \$2482 + \$4495 John
 - h. Core Technology TALON/TIMS; \$2880 John
 - i. Saul's Creek Engineering; Process Trek - \$540 John
 - j. Digital Ally; VuVault Bodycams -- \$0 John
 - k. IyeTek; Crash / eTicket - \$\$\$ John
 - l. Panasonic; Arbitrator - \$2200 John
 - m. JIS Circuit - \$16300 Pat
 - n. JIS Probate/Juv - \$10300 Deidre
 - o. JMS District - \$15300 Toni
 - p. Polycom Courts; \$6500
 - q. BS&A Accounting; \$11080 Russ
 - r. Deketo and Cherrylan; \$8400 Jill
 - s. BS&A Other dept.; \$11025 Tom
 - t. Dell AppAssure Support; \$2500

- 2. Contracted Services - \$75,000**
 - u. Gordon McLellan
 - v. Gracon, etc