



CLERK

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TECHNOLOGY/INFORMATION COMMITTEE MINUTES

Thursday, September 22, 2022
9:30 a.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

MINUTES

Members Present: Eric Gustad; and Richard Schmidt, Chairperson

Members Absent: Margaret Batzer

Others Present: Gordon McLellan, IT Contractor; Glenn Zaring, Connect Manistee;
Undersheriff Jason Torrey; Lisa Sagala, County
Controller/Administrator; Lindsey Marquardt, County Clerk

The meeting was called to Order at 9:30 a.m. by Richard Schmidt.

NOTE – Items requiring Board Action are indicated in BOLD

PUBLIC COMMENT

None.

COUNTY'S CYBER SECURITY TO MEET DHHS REQUIREMENTS

Gordon McLellan, is working with Dewpoint, on a security audit for the Friend of the Court. This audit is being done statewide for all FOC departments. The County faired pretty good on the audit.

One main area of deficiencies was in the documentation and policy portion of the audit. In the email and web browser protections, a DNS filtering service has already been implemented.

There was discussion regarding removing administrative rights from end-user accounts. This can create an issue where IT needs to be contacted for every little change needed. There is a possibility that administrative user accounts could be created to address this issue. Control 17, Incident Response, it was recommended to create, approve and implement an incident response plan. Gordon has a State provided draft template that could be used to create this plan.

Gordon will continue to work with Lisa Sagala and Connie Krusniak to make a plan to address all recommendations of the audit and create the recommended policies. Lisa indicated that there are ARPA funds set aside for IT projects and that should cover any costs associated with the audit recommendations.

UPDATE ON CURRENT AND UPCOMING TECHNOLOGY PROJECTS

Gordon McLellan indicated that the Next Generation Firewalls have been installed for some time and implementation of the firewalls will start Monday. Gordon will be working on storage for the services and hopes to have that project completed by the end of October.

Upcoming projects for FY 2022/23 include the replacement of approximately 35 computers. The computer rotation is out of order from the past two years. Gordon will be completing an updated inventory and rotation list to be able to put out and RFP for replacement computers. Gordon will be working on cold storage backup, which are offline tape drive backups. The Planning Department has requested security cameras in their building and Gordon will be looking at obtaining quotes for that project.

OTHER ITEMS FROM COMMITTEE MEMBERS

Lisa Sagala indicated that as part of the FY 2022-23 budget, effective January 1, 2023, the plan is to move Gordon McLellan from being a contracted employee to a full-time employee with the County.

The meeting was adjourned at the Call of the Chair at 10:30 a.m.

Eric Gustad

Richard Schmidt, Chairperson

ABSENT
Margaret Batzer