

Communications Committee Meeting Report (Submitted 4-12-10)  
Courthouse, Room 303C, Tuesday, April 6, 2010, 3:30 p.m.

Members Present: Jim Eccher, Jerry Thompson, Bill Preston, JoAnne Hillman, Steve Brandau, Rich VerHeecke and Lindi Kernan. Members Absent: None. Ex Officio Members Present: Rosemary Rathjen, IS Manager, and Naomi Stahl.

Chairman Eccher called the meeting to order at 3:30p.m. Member Thompson moved to approve the agenda as with changes to VI. Old Business: C. Filling Vacancy and VII. New Business: A. Crime Stoppers Communication Update, Member Kernan seconded, all were in favor and the motion carried. Member Thompson moved to approve the March 2, 2010 Communications Committee meeting minutes as printed, Member Brandau seconded, all were in favor and the motion carried.

Rosemary Rathjen and Lindi Kernan presented Data Processing claims for the month of March 2010. Member Thompson moved to approve the March 2010 claims for Information Services Department in the amount of \$1,166.76, General Financial Services Department in the amount of \$9,986.24 and no claims for the GIS Department, Member Hillman seconded, all were in favor and motion carried.

Rosemary Rathjen reported March activities in the Information Services Department. (attached)

Chairman Eccher discussed legislative issues. A comprehensive copy of current legislation is available in the Administration office.

There were no requests for purchase of goods and services.

Under old business, there was no report regarding fees for outside agencies.

Department Heads are reviewing the Email Retention Policy and will make a recommendation for the next Communications Committee meeting.

The Committee discussed the recent resignation of the County Clerk from the committee. According to the Rules of the County Board, a function of the Communications Committee is working with the County Clerk in performing election functions. Research will be done to find out whether a replacement, changing of the rules or asking for a report as an ex officio member would be necessary.

Colleen Gillaspie updated the Committee on communication issues between Crime Stoppers and the County.

The next regular scheduled Communications Committee meeting was set for May 4, 2010, 3:30 p.m., Board Conference Room #303C, 3<sup>rd</sup> floor, Courthouse.

**Communications Committee – April 6, 2010**

Submitted By: Rosemary Rathjen, IS Director

IS Department Activities for Month of March:

- ✓ Continued to work on IS Department tasks for the financial software installation.
- ✓ Continued to work with Mediacom for possible increased bandwidth prices.
- ✓ Drafted Email retention policy and met with Terry Patton
- ✓ Met with Sheriff's Admin staff regarding access levels for network locations and other outstanding issues.
- ✓ ThinkGIS on the web project. Installation of software scheduled for 3/12/2010
- ✓ Hosted web demo for Prosecutor software for State's Attorney office.
- ✓ Installed new web management software for Public Information Manager and provided training.