

Communications Committee Meeting Report (Submitted 6-8-10)
Courthouse, Room 303C, Tuesday, June 1, 2010, 3:30 p.m.

Members Present: Jim Eccher, Jerry Thompson, Bill Preston, Steve Brandau, Rich VerHeecke, JoAnne Hillman 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 Brandau moved to approve the agenda with the addition of VII New Business A. Henry County Election Judge Certification, Member Hillman seconded, all were in favor and the motion carried. Member Preston moved to approve the May 4, 2010 Communications Committee meeting minutes as printed, Member Thompson seconded, all were in favor and the motion carried.

Rosemary Rathjen presented Data Processing claims for the month of May 2010. Member Thompson moved to approve the May 2010 claims for Information Services Department in the amount of \$1,485.70 and General Financial Services Department in the amount of \$10,079.09, Member Preston seconded, all were in favor and motion carried. Lindi Kernan moved to approve the May 2010 GIS Department claims in the amount of \$278.00, Member Thompson seconded, all were in favor and the motion carried.

Rosemary Rathjen reported May activities in the Information Services Department. (attached) The Henry County Tourism Director, Cathy Foes, had met with Information Services regarding the addition of another computer workstation on the third floor. The Committee discussed options and timeline, as Tourism would like it to be in place by mid-June. Ms. Rathjen will continue to work with Ms. Foes to assess needs and recommend a timely working solution.

Mediacom had offered more bandwidth for a lower monthly cost of \$99.95, but the 36-month contract has been the barrier. Mediacom did not accept our necessary changes to the contract. Geneseo Telephone Company will offer a dedicated circuit for \$94.00 per month with a 30-day trial period, which is also much lower than we currently pay. There is no contract to sign, but there is also no service agreement guaranteeing up time, etc. Hardware and installation costs are \$119.00. Member Thompson made a recommendation to switch the bandwidth upgrade and service through Geneseo Telephone Company, Member Preston seconded, all were in favor and the motion carried.

Chairman Eccher discussed legislative issues. The next UCCI meeting and seminar will be held July 26-27, 2010. (see attached)

There were no requests for purchase of goods and services.

Under old business, it was reported that the Department Heads had determined not to pursue an email retention policy. The Illinois Records Retention Act sets documentation retention, which covers this issue. Education on the IL Records Retention Act was noted as more valuable than creating a new policy.

Under new business, the Henry County Election Judge Certification was presented signed by both political party chairs for the County Board to approve. Member Brandau moved to recommend County Board hold over in June and approve in July the 2010 Henry County Election Judge Certification, Member Hillman seconded, all were in favor and the motion carried.

The next regular scheduled Communications Committee meeting was set for July 6, 2010, 3:30 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

The meeting adjourned at 4:04 p.m.

Respectfully submitted,

Naomi Stahl, Deputy County Administrator