MEETING NOTICE
COMMUNICATIONS COMMITTEE
THIRD FLOOR ROOM 303C
HENRY COUNTY COURTHOUSE
3:30 P.M., TUESDAY, JUNE 5, 2012

AGENDA

Call meeting to order and approval of agenda.

I. Public Comment.

II. Approval of the May 1, 2012 Communications Committee minutes. (enclosed)

III. Data Processing claims for the month of May 2012.

IV. Computer Services Report.
A. Website Rewrite Update.

V. Legislative Report:
A. Legislative issues and concerns.
B. Next UCCI Meeting is July 23, 2012.

VI. Requests for the purchase of Goods and Services.

VII. Old Business:

VIII. New Business:
A. Appointment of Election Judges – Barb Link.

IX. Next meeting date/time: Tuesday, July 3, 2012, 3:30 p.m., Board Conference Room #303C, Courthouse.

X. Adjourn meeting.

5/25/12

Communications Committee Meeting Report (Submitted 5-3-12)
Courthouse, Room 303C, Tuesday, May 1, 2012, 3:30 p.m.

Members Present: Bill Preston, Jim Findley, Jim Eccher, Steve Brandau, Lindi Kernan, Jon Zahm, Sheriff Padilla and Rich VerHeecke. Members Absent: None. Ex Officio Members Present: Rosemary Rathjen. Others Present: Rebekah McCaw and Colleen Gillaspie.

Chairman Preston called the meeting to order at 3:30p.m. Member Kernan moved to approve the agenda as printed, Member Findley seconded, all were in favor and the motion carried.

There was no Public Comment.

Member Brandau moved to approve the April 3, 2012 Communications Committee meeting minutes as printed, Member Zahm seconded, all were in favor and the motion carried.

Rosemary Rathjen reported Data Processing claims for the month of April 2012. Member Kernan moved to approve the April 2012 claims for Information Services Department in the amount of $4,798.40 and GIS Department in the amount of $16.03, Member Eccher seconded, all were in favor and the motion carried.

Ms. Rathjen presented the Computer Services Report. (attached) The Closed Caption TV Upgrade continues as the Maintenance Department has completed the electrical work. Final installation is scheduled for May 15-18th. The initial and follow-up print audit meetings have been completed. Presentation meetings are planned for mid-May to submit a final report to the Finance Committee.

The website re-write is continuing as meetings with Department Heads are being scheduled to review individual pages. Ms. Rathjen indicated once the website is ready to be published it will take 48 hours to transition between the old website to the new website. Ms. Rebekah McCaw requested a web page be added to the County website for the 708 Board. Discussion was held. The Committee agreed because the 708 Board is a part of the Henry County tax levy that it is appropriate for such a page to be created on the County website and therefore authorized Ms. Rathjen to create one with information submitted from Ms. McCaw. Ms. McCaw indicated other counties 708 Boards have their own website and she plans to request their board create their own at the next 708 Board meeting. The outcome will be reported to Ms. Rathjen.

Chairman Preston indicated the next UCCI meeting will be held May 21, 2012. It was also stated that if anyone had in issue they felt UCCI should help defend the County on

they should send that information to Bill and copy it to Colleen. Member Kernan informed the Committee of a link on www.ilga.gov which allows website visitors to provide written testimony to the various House issues.

There were no requests for purchase of goods and services.

There was no Old Business to discuss.

Under New Business, Member Zahm presented information on the Illinois Policy Institute's Local Transparency Project. The Committee discussed the agency and what the score represented.

Member Eccher left at 4:11 p.m.

Member Zahm moved to place the following recommendations for improving Local Transparency Project scores: 4) Full searchable budgets for each of the last 5 years; 5) Comprehensive annual financial audit report (CAFR) in searchable format for each of the past 5 years; 7) Comprehensive compensation information for each individual employee including wages, salary, overtime, health, dental, life insurance, pension and all other compensation for each of the past 5 years; and 9) Disclosure of membership in any tax-payer funded associations who lobby and any contracts with lobbying firms for the prior 5 years; on the website before the second website audit to be conducted on May 24, 2012. There was no second, but following discussion, Member Zahm moved to amend his original motion to remove recommendation (7), Member Brandau seconded, motion failed, 3 yes – S. Brandau, J. Zahm and L. Kernan; 4 no – B. Preston, J. Findley, R. VerHeecke and J. Padilla; 1 absent. Ms. Rathjen and Ms. Gillaspie indicated they will still begin working to add the budget and audit information to the new website.

The next regularly scheduled Committee meeting will be Tuesday, June 5, 2012 at 3:30 p.m., Board Conference Room 303C.

The meeting adjourned at 4:32 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator