

Communications Committee Meeting Report (Submitted 11-8-12)  
Courthouse, Room 303C, Wednesday, November 7, 2012, 3:30 p.m.

Members Present: Jon Zahm, Jim Eccher, Steve Brandau, Lindi Kernan, Jim Findley, Sheriff Padilla and Rich VerHeecke. Members Absent: Bill Preston. Ex Officio Members Present: Rosemary Rathjen. Others Present: Colleen Gillaspie.

Acting Chairman Zahm called the meeting to order at 3:33p.m. Member Eccher moved to approve the agenda as printed, Member Findley seconded, all were in favor and the motion carried.

There was no Public Comment.

Member Findley moved to approve the October 2, 2012 Communications Committee meeting minutes as printed, Member Kernan seconded, all were in favor and the motion carried.

Ms. Rathjen reported Information Services claims for the month of October 2012. Member Kernan moved to approve the October 2012 claims for Information Services Department in the amount of \$586.31, Member Brandau seconded, all were in favor and the motion carried.

Ms. Rathjen presented the Computer Services Report (attached).

There were no legislative issues to be discussed. A brief overview of the October 20, 2012 U of I seminar was given. The next UCCI meeting will be held on November 19, 2012.

There were no requests for purchase of goods and services.

Under Old Business, Ms. Gillaspie presented information pertaining to the outline of IS Department duties that was distributed at the October meeting. During the month of October Ms. Rathjen, Member Brandau and Ms. Gillaspie met to discuss a potential joint employment venture in which a part-time employee would be hired to work 2-8 hour days per week at the Highway Department and 2-8 hour days at the Courthouse in the IS Department. The position would be paid approximately \$12.00-13.00 per hour. The consensus of the Committee agreed the position sounded necessary for the IS Department and a good use of personnel to share with the Highway Department. Ms. Gillaspie was given approval to move forward with the final creation of job descriptions and total funding needed.

There was no new business.

The next regularly scheduled Committee meeting will be Tuesday, December 4, 2012 at 3:30 p.m., Board Conference Room 303C.

With no further business to discuss, Member Padilla moved to adjourn, Member Eccher seconded, all were in favor and motion carried. The meeting adjourned at 3:52 p.m.

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Respectfully submitted,

Colleen Gillaspie, County Administrator