

Communications Committee Meeting Report (Submitted 1-14-15)
Courthouse, Room 303C, Tuesday, January 13, 2015, 3:30 p.m.

Members Present: Lynn Sutton, Sheriff Padilla, JoAnne Hillman, Lindi Kernan, Tim Wells, Kelli Parsons (arrived at 3:38 p.m.) and Jake Waller (arrived at 3:44 p.m.).
Members Absent: Steve Brandau. Ex Officio Members Present: Rosemary Rathjen.
Others Present: Colleen Gillaspie.

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

There was no Public Comment.

Member Padilla moved to approve the December 2, 2014 Communications Committee meeting minutes as printed, Member Kernan seconded, all were in favor and the motion carried.

Ms. Rathjen reported on Information Services Department activities for December 2014. Ms. Rathjen reported 8 of the new security cameras stopped working due to a human error that has now been repaired. The year-end processes were completed and the IS Department is helping the Assessment Office with the Senior Freeze notices by printing them. Also, much time has been spent working on the accounting software issues.

Under the Legislative Report, Ms. Gillaspie reviewed pending legislation with the Committee. Ms. Gillaspie gave an overview on HB 5453 which the Sheriff's Association had recommended in 2014 regarding increasing the court services (court security) fee. Member Kernan moved to authorize a letter supporting HB 5453 be sent to local legislators from the Communications Committee, Member Parsons seconded, all were in favor and motion carried. All Committee members were encouraged to contact local legislators regarding this legislation.

Ms. Rathjen reported Information Services claims for the month of December 2014. Member Waller moved to approve the December 2014 claims for the Information Services Department in the amount of \$2,396.32, Member Hillman seconded, all were in favor and motion carried.

The next UCCI meeting will be held on January 26, 2015.

There were no requests for purchase of goods and services.

There was no Old Business.

Under New Business, Ms. Rathjen distributed a listing of the approved equipment for the IS Department for FY15 (on file). The Committee reviewed and discussed the projects for the year,

Ms. Gillaspie and Ms. Rathjen gave an overview of outstanding issues with the current Fundware Accounting system software and the options for a maintenance contract on the software. The maintenance contract is a budgeted item and therefore Ms. Rathjen will investigate the best option and move forward.

Member Hillman left at 4:30 p.m.

Ms. Gillaspie explained the Video Tourbook videos located on the Henry County website homepage and the contractual relationship Henry County has with the video creators CGI Communications. The Committee was then informed of the County's informal website advertisement policy. A formal version of this policy will be drafted for Committee review at the February meeting.

The next regularly scheduled Committee meeting will be Tuesday, February 3, 2015 at 3:30 p.m., Board Conference Room 303C.

With no further business to discuss, Member Padilla moved to adjourn, Member Wells seconded, all were in favor and motion carried. The meeting adjourned at 4:47 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator