

Communications Committee Meeting Report (Submitted 2-10-16)
Courthouse, Room 303C, Tuesday, February 2, 2016, 3:30 p.m.

Members Present: JoAnne Hillman, Steve Brandau, Tim Wells, Lindi Kernan and Sheriff Padilla (arrived at 3:37 p.m.). Members Absent: Lynn Sutton, Jake Waller and Kelli Parsons. Ex Officio Members Present: None. Others Present: Colleen Gillaspie.

Acting Chairman Hillman called the meeting to order at approximately 3:35 p.m.

With no quorum present, the Committee discussed a written IS activities report (on file).

Sheriff Padilla arrived.

Member Brandau moved to approve the agenda as printed, Member Wells seconded, all were in favor and motion carried.

There was no Public Comment.

Member Wells moved to approve the January 5, 2016 Communications Committee meeting minutes as printed, Member Kernan seconded, all were in favor and the motion carried.

Information Services claims for the month of January 2016 were reported. Member Kernan moved to approve the January 2016 claims for the Information Services Department in the amount of \$13,444.68, Member Padilla seconded, all were in favor and motion carried.

Under the Legislative Report, Ms. Gillaspie distributed and reviewed legislative items (on file).

The next UCCI meeting will be held on February 16, 2016 and the U of I Education Seminar will be held February 17, 2016.

There were no requests for purchase of goods and services.

There was no Old Business.

Under New Business, the Committee discussed the request from the Finance Committee to review the necessity of creating a policy requiring the IS Department to

approve all print device purchases. It was suggested that Department Heads be again reminded of the request to involve the IS Department in all print device purchases by using the matrix designed by the IS Department. If this strategy does not work the Committee will continue discussion on developing a policy mandating compliance.

Member Wells and Member Kernan requested placement of links on the County website homepage. This topic will be added to the March Committee meeting agenda for continued discussion.

The next regularly scheduled Committee meeting will be Tuesday, March 1, 2016 at 3:30 p.m., Board Conference Room 303C.

With no further business to discuss, Member Wells moved to adjourn, Member Padilla seconded, all were in favor and motion carried. The meeting adjourned at 4:28 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator