

Communications Committee Meeting Report (Submitted 7-13-16)
Courthouse, Room 303C, Tuesday, July 12, 2016, 3:30 p.m.

Members Present: Lynn Sutton, Kelli Parsons, JoAnne Hillman, Tim Wells and Lindi Kernan.
Members Absent: Sheriff Padilla, Steve Brandau and Jake Waller. Ex Officio Members Present: None. Others Present: Rosemary Rathjen and Colleen Gillaspie.

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

There was no Public Comment.

Member Hillman moved to approve the June 7, 2016 Communications Committee meeting minutes as printed, Member Parsons seconded, all were in favor and the motion carried.

Information Services claims for the month of June 2016 were reported. Member Kernan moved to approve the June 2016 claims for the Information Services Department in the amount of \$6,300.77, Member Parsons seconded, all were in favor and motion carried.

Ms. Rathjen updated the Committee on Information Services activities for the month of June. The FY17 expense and revenue budget forms were compiled. Proposals for the UPS refresh and AFIS machine were received. Both items will be added to the August Committee agenda for approval. Ms. Rathjen is working to correspond with the County Clerk regarding the replacement of the VR server. This will also be added to the August Committee agenda for approval. Research has begun on panic alarm system replacement options. A committee has been established to review accounting software system replacement options. Four companies have been identified as potential options and will be contacted to schedule demos. The estimated proposal for the system is \$115,000.00. Ms. Rathjen reminded the Committee that the FY17 budget process will begin shortly. She will send draft budget information when available as it will need to be approved at the August meeting for submission to the Finance Committee.

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

The next UCCI meeting will be held on July 25, 2016 and the U of I seminar if July 26, 2016.

Under requests for purchase of goods and services, Ms. Gillaspie reviewed a proposal for the conversion and hosting of the Henry County Code of Ordinances on the internet. The consensus of the Committee was to include that expense in the FY17 budget process.

Under Old Business, Chairman Sutton discussed research pertaining to the County Board's responsibility to approve the appointment and certification of the election judges. After his initial review he noted a few corrections that should be made to the lists and has contact the Central Committee Chairmen of both political parties to revise the lists. The Committee agreed if revised lists were not available by the July County Board meeting that the issue should be tabled until the August County Board meeting.

There was no New Business.

The next regularly scheduled Committee meeting will be Tuesday, August 2, 2016 at 3:30 p.m., Board Conference Room 303C.

With no further business to discuss, Member Kernan moved to adjourn, Member Hillman seconded, all were in favor and motion carried. The meeting adjourned at 4:21 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator