

**Jefferson County Board
Committee Minutes**

March 18, 2009

Infrastructure Committee

1. Call to order

Meeting called to order by Supervisor Kannard at 8:31 a.m.

2. Roll call

James Braughler, Richard Jones, John Kannard, Donald Reese. Carol Ward Knox, Absent.

Others Present: Gary Petre – County Administrator, Captain Pat Brown, Captain Jerry Haferman, Mike Marasch – Central Services, John Rageth – Systems & Applications Manager, Roland Welsch – Information Technology Manager, Phil Ristow – Corporation Counsel.

3. Certification of compliance with the Open Meetings Law

The County Administrator reported that the meeting was properly noticed in compliance with the law.

4. Review of the Agenda:

No changes were made to the agenda.

5. Public Comment

None

6. Approval of the February 25, 2009 Infrastructure Committee meeting minutes and the February 25, 2009 joint meeting with the Administration & Rules Committee

Motion made by Supervisor Reese; Second by Supervisor Jones to approve the February 25, 2009 Infrastructure Committee meeting minutes and the February 25, 2009 joint meeting with the Administration & Rules Committee as written. (Ayes – All)

7. Sheriff's Department seeking bids for ADA and Reroofing projects in the jail

Gary Petre told the committee that there was \$134,200 in the 2008 Budget for Section A of the Sheriff's Department re-roofing project that was carried over in 2009.

Section B of the Sheriff's Department also needs re-roofing. Jail Assessment funds will be used for this project.

There is currently \$30,000 in the 2009 Budget for Section B of the courthouse roof. This project is currently out for bids.

Central Services will look into combining these re-roofing projects into one for a possible cost savings.

The jail inspector recommended handicap accessible cells. The money for this completing this project will also come from the Jail Assessment Fund.

8. Status report by MIS on the bidding for computer/telephone switch replacement

Roland Welsch provided information and reviewed it with the committee. The committee supported MIS proceeding with seeking bids for these replacements. This project will go out for bids and then will come back to committee for consideration at their April 15th meeting.

9. Consideration of renewal of a three year contract with AT&T for internet connections

Roland explained that currently the County uses Charter and AT& T for their internet service provider. A study of our current phone system, including cell phones, computers and internet connection, and it found that the county could save \$19,000 on their internet service. The cost of the study is 35% of the savings. MIS recommends AT&T for guaranteed band width.

Motion by Supervisor Reese; Second by Supervisor Braughler that a Resolution be forwarded to County board for approval of a three year contract for internet service with AT&T.

10. Review and possible action on MIS Operational Audit report and recommendations

The final report and the power point presentation are on the County website for review. The Committee, along with John Rageth and Roland Welsch, discussed items from the priority list.

The following recommendations will be considered first: 4.2) Develop website policy that describes how and when departmental content is updated 4.3) If departments update their own web content, provide tools and training to enable them to do so 5.2) Update existing security and usage policies for all IT equipment software and services 1.4) Establish an MIS advisory committee, comprised of key department directors, to improve communications and alignment between MIS and County departments.

The progress of these recommendations will be reported back to committee at their next meeting.

11. Potential items for the Committee's next meeting

- Review and possible action on MIS Operational Audit report and recommendations
- Status report by MIS on the bidding for computer/telephone switch replacement
- Update and possible action on Sheriff's Department ADA and Reroofing projects in the jail

12. Set future Committee meeting dates

April 15, 2009 – 8:30 a.m.

13. Adjourn

Supervisor Reese made a motion to adjourn; Seconded by Supervisor Jones; 10:08 a.m. (Ayes-All)