

INFORMATION TECHNOLOGY COMMITTEE

December 6, 2016

The Information Technology Committee met on December 6, in Room 1037.

Chair John Penney called the meeting to order at 9:00 a.m. and read the open meeting statement.

Roll Call: Chr. John Penney, County Board Chair Dick Koeppen, Supervisor Patricia Craig and Supervisor Dave Neumann. Also in attendance was Brent Wyland, IT Director.

Review and accept the agenda. A motion was made by Supr. Craig to accept the agenda. Motion was seconded by Supr. Neumann. Motion carried without a negative vote.

Minutes of the previous meeting. A motion was made by Cty. Bd. Chr. Koeppen to accept the minutes from the previous meeting. Motion was seconded by Supr. Craig. Motion carried without a negative vote.

Approve bills. The November bills were presented and discussion was held. Supr. Craig made a motion to accept the bills and forward them to the Finance Committee. Supr. Neumann seconded the motion. Motion carried without a negative vote.

Public Comment – None

2016 Information Technology Budget Update – The cubicle for room 1026 has been ordered and will be paid from the 2016 budget. Non-capital funds were moved to capital funds to purchase the generator for the data backup building. The highway department poured a concrete slab for the air conditioner. Manawa Heating was chosen to install the air conditioner. Choosing a local vendor will provide a quicker response in case of an emergency service call. The older UPS in the IT hardware room will be repurposed for the data backup building. B. Wyland has ordered remote monitoring software for that device.

Data backup site update – The facility remodeling has been completed and the server rack moved on site.

Server Migration – The primary file server has stabilized since moving 25% of the users' data to the new file server. The remainder of the users will be slowly moved to the new server in 2017.

E-mail encryption update – The ZIX software has been upgraded. This software allows users to manually encrypt an email for sending by typing in the subject line ZIXSECURE. It also automatically encrypts the email when certain criteria is contained the email, i.e. social security #'s, birthdates, etc. The end user upon receiving a ZIX Secure email will be prompted to go to a secure website and log in to retrieve that email.

Veteran's Office Printers – B. Wyland reported that Service Officer Jesse Cuff requested a standalone printer to allow him to print confidential files in the confines of his office. The IT Department will use a reclaimed printer from the Sheriff Department's move to managed printing. There will be no cost to the county. Discussion followed with Supr. Craig making a motion to approve the installation of the printer. Supr. Neumann seconded the motion. Motion carried without a negative vote. J. Cuff also requested a standalone printer for the public computer in the Veteran's office. Veteran's will be able to research data and print them out without having to be

connected to the county's network. The funds for the printer are coming from a grant. Discussion followed. No motion is required.

DHHS Lytec Reporting PC – The state requires a separate computer be setup to report communicable disease healthcare information to the state. The current software was not HIPAA compliant which prompted the purchase of the Lytec software. Discussion followed with Supr. Craig making a motion to approve the purchase and addition of the computer to the network. Supr. Neumann seconded the motion. Motion carried without a negative vote.

The next IT Committee meeting be set for Tuesday, 1/3/2016 at 9:00 a.m., Room 1037.

Adjourn. A motion was made by Supr. Craig to adjourn the meeting at 9:34 a.m. Cty. Bd. Chr. Koeppen seconded the motion. Motion carried.