

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to Agenda
3. Approval of Minutes- April 6, 2017
4. Audience Comments
5. Presentation by Phil Kruzich from C.H. Smith Insurance – Cyber Security
6. Items of Information and Committee Concerns
7. Executive Session:
 - A. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
 - B. Pursuant to Open Meetings act 5 ILCS 120/2 (c) (6) The setting of a price for sale or lease of property owned by the public body.
 - C. Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
8. Adjournment

Technology Committee Meeting
Thursday April 6, 2017
Courthouse Annex, Room 319, 5:00 PM

MINUTES

Agenda Items 1 - Call to Order and Roll Call

Acting Chairman of the committee, Michael Marron called to order the Technology Committee meeting at 5:00 PM., April 6, 2017 in the Courthouse Annex Room 319.

Upon the call of roll, the following members were present: Phearn Butler, Adam Hart, Crisi Walls, Cari West-Monson, Deanna Witzel. Bruce Stark was absent. 5 present, 1 absent at roll call.

Also present were: Bill Donahue, Assistant State's Attorney; Bill Wright-Auditor, Alexis Berlin-Chief Deputy Auditor, Erika Briggs-Financial Resources Director, Ted Fisher, Karen Rudd, & Brian Talbott-Tech Services, Cathy Jenkins-County Clerk, Darren Duncan-Treasurer, Adnan Abdelghani, Blake Wasson, & Tammy Surprenant from-Premier Network Solutions, Inc., and Jennifer Jenkins Administrative Assistant.

Agenda Item 2 - Adoption/Amendment to the Agenda

Acting Chairman Marron asked if there were any changes/additions to the agenda. There were none. Motion made by Witzel, seconded by Butler to Adopt the agenda. Motion was carried by acclamation.

Agenda Item 3 – Audience Comments

None. However, Marron shared his enthusiasm for the amount of audience that was in attendance for this meeting. It is imperative that the County get on the cutting edge of technology and be proactive to get in front of all of the change in front of us but also to actually maximize this to our benefit. Technology will help us maximize our operating efficiencies and try to save money for the County. Each person in attendance introduced themselves.

Agenda Item 4 – Election of Committee Chairman & Vice Chairman

A motion was made by Hart, second by Witzel, to nominate Crisi Walls as the Technology Committee Chairman. Motion was carried by acclamation. Walls is Chairman of the Technology committee.

Walls requested a motion for the Technology Committee Vice Chairman. Hart nominated Witzel and second by Walls. Motion was carried by acclamation. Witzel is the Technology committee vice chairman.

Agenda Item 5 – Presentation from Premier Network Solutions

Marron introduced Premier Network Solutions, Inc.

Adnan Abdelghani provided an overview of the accounting software that they have been working on for the County. PNS is a local company and have been in this business for several years. The objectives of PNS is to recognize the county's vision, strategy, and the desire to expand the use of technology. The main focus is to replace the outdated accounting software. They would also like to integrate the various accounting processes throughout the county by incorporating a comprehensive financial management system including but not limited to; the purchase order systems, real-time financial reporting, budgeting, and electronic signatures. They have also seen a great interest in Human Resources and payroll. These things would all be integrated into one system. The idea is to go as paperless as possible.

Mr. Abdelghani provided a slide show proposal to the committee and provided them with a handout. Marron shared that these efficiencies that are created with this new software & payroll system will provide a significant savings for the county as we currently pay ADP around \$35,000 annually.

Agenda Item 6 – Discussion of 5 year technology plan

Marron discussed the importance of implementing a 5 year plan through centralized IT budgeting. It is imperative that there are regular scheduled software upgrades and hardware upgrades. Planning this process will help avoid the County having significant costs versus monthly and/or yearly planned costs. This is something he would like the committee to review and discuss options as this progresses.

Agenda Item 7 – Items of information and committee concerns

Marron shared that budgeting process is getting started. He introduced Erika Briggs, the Financial Resources Director. Marron informed the committee that he decided to take a different approach this year because historically the preliminary year end numbers before the audit comes out, the expenditure side looks great. The departments did a great job in keeping expenditures down. The downside is that we are off about 1 million dollars in revenue from the State of Illinois. We are currently deciding how to deal with that. Last year was the first time in which the Finance committee actually set budget parameters for the departments. After the budget parameters were set then each department was visited and this was discussed in detail with them. Erika and Marron will be meeting with each department ahead of time this year to discuss. The idea with this is to discuss the parameters and goals.

Agenda Item 8 – Executive Session

Not necessary

Agenda Item 11 - Adjournment

Witzel moved, seconded by Hart to adjourn the meeting at 6:03 P.M.

Minutes by: Jennifer Jenkins, Administrative Assistant