

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Minutes

LEADERSHIP GROUP: Courts Leadership

MEETING DATE: 10/26/2011

GOALS (S):

RECORDING SECRETARY: Rebecca Schnelz

SECRETARY:

NEXT MEETING DATE: TBD

TIME: 9:00 a.m.

Members Present: Barb Hankey, Rebecca Schnelz, Joanie Toole, Diana Carver, Rochelle Meacham, Greg Kwasnik, Terri Meiers, John Cooperrider, Mary Gaissert, Jill Palulian, Janette McKenna

Discussion Points

1. **APPROVAL OF MEETING MINUTES FROM July 27, 2011.**

2. **QUARTERLY STATUS REPORT & VACANCY REPORT** Janette McKenna presented the Vacant Position Report and discussed.

3. **QUARTERLY STATUS REPORT** on e-government, Internal and Technical Systems.

Greg Kwasnik reported e-government – See Master Plan for details. Report included information on the Standard eCommerce Package, eCommerce Mobile Program, and the conversion to SharePoint.

Kevin Bertram reported Technical Systems – See Master Plan for details. Activity reported included the print management project and the Microsoft Office 2010 implementation.

Greg Kwasnik reported Internal Services – See Master Plan for details. Report included activity on Broadband and the IT telecommunication audit.

4. **PLANNED MAINTENANCE, UPGRADES AND MASTER PLAN ACTIVITY** Mary Gaissert reviewed the status of planned maintenance, upgrades and Master Plan activity. Items presented included CSTAR and CMPSS.

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5. **MASTER PLAN ANALYSIS** Janette McKenna reviewed the Master Plan Analysis and delivery of hours. See Master Plan for details.
6. **PROJECT REQUESTS** Rebecca Schnelz requested that the Probate Access project be removed from the project list and the 727 hours return to unallocated hours. A motion was made and passed unanimously.
7. Meeting was adjourned.

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Information Technology Leadership Group
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