

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Minutes

LEADERSHIP GROUP: Courts Leadership	MEETING DATE: 1/24/07
GOAL(S):	
RECORDING SECRETARY: John Cooperrider	

NEXT MEETING DATE: 4/25/07	TIME: 9:00 AM
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Members Present: Mary Larkin, Rebecca Schnelz, Kevin Bertram, Dawn Siegel, Ed Sager, Jennifer Rowden, Jim Taylor, Joanie Toole, Lawrence Obrecht, Barb Hankey, Diana Carver, Mike Wilk, Ed Poisson, Scott Oppmann, Dale Kukla, Lisa Langton, John Cooperrider, Rick Perry, Phil Bertolini, Janette McKenna, Jim Verploeg

Discussion Points:

1. APPROVAL OF MEETING MINUTES from October 25, 2006
2. QUARTERLY STATUS REPORT – Vacant Position Report discussed – Page B.7
3. E-GOVERNMENT STATUS: Page A.19-23
 - PCI Audit Assessment to be complete in April
 - Portal Infrastructure Complete
 - Podcasting Pilot Program – 1st one to go live 1st week of February – Podcast Request forms can be accessed from Court’s webpage
 - DW Program Budget – researching new tools to reduce cost
 - CJ Criminal Warehouse copyright – researching and documenting with Corporation counsel
4. TECHNICAL SYSTEMS & NETWORKING: Page A.28-33
Network Operations Center – started planning last month – will monitor infrastructure of services and network; Legacy WAN-deploying new equipment for T1 connectivity; County campus Wi-Fi project almost complete, providing wireless access in some county campus hotspots; oakgov.com email rollout completed last quarter; Jury upgrade system underway; PDA-market research strategy assessing device capability completed.
5. INTERNAL SERVICE STATUS: Page A.24-27
 - Wireless Oakland: all 7 pilots to be completed by April 2007

- Service Center Improvement goes live March 07 – will track Help Desk calls on-line – will be sending out an email on the new system

6. PLANNED MAINTENANCE UPGRADES AND MASTER PLAN ACTIVITY STATUS:
Page A.1

- Jury System Upgrade: Utilizes voice-response system; completion expected Spring 07; Circuit and some 52 District Courts will utilize;
- Real-Time Judgment of Sentence has been completed
- Felony Bindover has been completed
- IMACS DW to begin in December with Sheriff's Office

7. MASTER PLAN ANALYSIS: Page C.1

Courts Group had 14% delivery rate, 7% in new development and 25% in planned maintenance. Over-time, vacancy rate, and carry-forward hours of professional service also impact overall delivery percentages.

8. ELECTRONIC FILING – size estimate presentation – This project was sized at 780 hours for project management and source system consulting work.

9. ANIMAL CONTROL COMPREHENSIVE SYSTEM – size estimate presentation – this project was sized at 408 hours.

10. PRIORITIZATION AND MOVEMENT UNDER APPROVED PROJECTS – There were additional hours unallocated as follows:

Previous unallocated hours	400
Previous Planned Maint hours from FileNet conversion project	2,735
Hours taken from Family division Enhancement Budget (Motion John and seconded by Lisa –passed unanimously)	48
Total	3,183

These hours were determined to be used for the following projects:

Animal control comprehensive system	408
ADR – Mainframe & Access Replacement	2,775
Total	3,183

Motion was made by Barb and seconded by Lisa to use the hours for these projects including moving the ADR project from Open Requests to Active projects and prioritizing the ADR project as #6, Animal Control comprehensive System #9, Animal Census becomes #10, WWAM Conversion to CSTAR becomes #11, and 52nd District Courts to JIS becomes #12 and everything else moves down a notch. Motion passed unanimously.

Meeting adjourned at 10:45 AM.