

**OAKLAND COUNTY  
COURTS/LAW ENFORCEMENT LEADERSHIP GROUP**

**MINUTES FROM APRIL 25, 2007 MEETING**

**Present:**

Rebecca Schnelz, Kevin Bertram, Mary Larkin, Diana Carver, Jim Taylor, Ed Sager, Dawn Siegel, Scott Oppmann, Dale Kukla, Ed Poisson, Connie Spak, Rick Perry, Barb Hankey, Janette McKenna, Mike Wilk, Jim VerPloeg, John Cooperrider, Joamie Toole, Lawrence Obrecht

**Recording Secretary:** Mary Larkin

**I. Minutes from January 24, 2007 meeting approved.**

**II. Vacant Position Report:** page B.7 Seven vacancies last quarter. Of the eight vacancies reflected at present—two are in process of being filled now. Overall vacancy rate is 5.5%.

**III. e-Government Status:** page A.20-A.24

- Daylight Savings Time Patch completed
- Disaster Recovery testing during last quarter
- Visa PCI Audit ( # 01) -audits no longer required; working on compliance
- Visa PCI Program ( # 02)-completed last quarter
- Podcasting Pilot ( # 05) – seven pilot recordings completed; bi-weekly production underway; intra and internet applicability.
- Access Oakland Epayments ( #03)-BOC review process completion expected by June '07.
- Digital Asset Management ( # 06)-developing “picture library” for indexing photos and other digital assets.
- eGovernment Program Development ( #07)-working with MSU for E-mail subscription survey re. option of subscribing to “alerts” from specific Oak. Co. depts. RFP to outsource E-Mail service completed.
- Access Oakland Program( #08)-no activity last quarter
- Data Warehouse Program ( #09)-exploring cost reductions
- Criminal Justice DW Copyright ( #10) Copyright process completed. Awaiting vendor sign-off, then will be sent to Washington for full copyright protection.
- Data Warehouse EB ( #11)-obtaining data from new source
- Access Oakland EB ( #12)-no activity
- eGovernment Program Services EB( #13) –no activity

- IV. Master Plan Activity**-page A.3
- CJCC Business Intelligence (#00) and IMACS Data Warehouse(#04)-both projects presently on hold.
- V. Internal Services Status**-page A.25-27
- Microsoft Patch Development-daylight savings project
  - Clarity Server Migration-upgrade completed.
- VI. Technical Systems and Networking Division Status**-page A.29-34
- Daylight Savings Time Patch-completed.
  - Mirapoint Hardware/Software Upgrade-E-mail hardware upgrade completed.
  - Microsoft Patch Deployment-security patches completed through Microsoft's February release.
  - DR Plan Maintenance Program Phase 2-awaiting installation of new switch for E-mail infrastructure in event of disaster.
  - FY07 XP Workstation Integration-upgrading PCs to run Windows XP
  - Legacy WAN Replacement-for maintenance
- VII. Technical Systems Leadership Group '07-'08 Master Plan Activity**-page A.32
- #03 PDA/PIM Services Strategy-final strategy draft completed; will provide single point of contact for PDA users to call for help.
  - #04 Microsoft Enterprise Deployment-new program enabling coordinated update of all Microsoft programs.
  - #05 Active Directory LDAP Service-testing began last quarter on project to **simplify** process of granting rights/access to servers.
  - #08A Security Management Program-ISO product selected and risk assessment plan established last quarter.
  - #11 Network Services EB and #12 Server Administration EB-minor enhancements completed during last quarter.
- VIII. Planned Maintenance /Upgrades**-page A.1
- Move elections off mainframe-running new server; soft launch in 3 weeks
  - Replace mainframe printers-replacing as many as possible this quarter
  - DMS Replacement- imaging system underway; phased release in couple months.
  - Vital Statistics Upgrade to Web- project continuing this quarter.
- IX. Master Plan Activity Courts Justice Administration Leadership Group 2007-2008** - p.A.3
- #01 Jury System Upgrade-proceeding to next stage; web-based program enabling jurors to request excusal, etc.
  - #05 AIC/ATI Conversion to CSTAR-completed for Comm. Corr. this quarter.
  - #06 ADR-Mainframe & Access Replacement-project begun

- #09 Animal Control Comprehensive System-preparing RFP.
- #10 Animal Census System-no activity last quarter
- #19 Animal Control EB: web-based licensing capability

**X. Master Plan Analysis-** see page C.1 for delivery rates

**XI. Departmental Project Presentations**

**A. 52<sup>nd</sup> District Court to JIS Project-**Jim VerPloeg

- BOC funded project to enhance mainframe, freeing up previously dedicated 875 hours for this project for re-distribution. MOTION PASSED removing this project previously designated as priority # 12, and placing unused 875 hours in “unallocated” classification.

**B. Marriage Affidavits Online-Sizing Request-**Connie Spak

- MOTION PASSED to submit project for sizing.

**XII. Electronic Praecept Size Estimate Presentation-**John Cooperrider

- 450 hours required for project
- MOTION PASSED to utilize 450 hours from bank of 875 hours returned from District Court Enhancement Program and designating project as priority # 8.

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**XIII. E-Filing Size Estimate Presentation-**John Cooperrider

- Project requires 780 hours; fully funded by BOC; prioritization
- MOTION PASSED designating project as priority # 7.

**XIV. Project Re-Prioritization**

- MOTION PASSED re-designating District Court Enhancement Project as priority #6.
- **New Re-Prioritization ranking** of projects currently designated # 06-12 on page A.3

**#06:** District Court Enhancement Program

**#07:** E-filing

**#08:** Electronic Praecept

**#09:** ADR

**#10:** BIS Network

**#11:** Animal Control Comprehensive

**#12:** Animal Census System

**#13:** WWAM Conversion to STAR

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Note: Mandates EB and departmental EBs maintain same prioritization order noted on Pages A.4-5, with newly designated prioritization numbering changed to 14-22.

**XV. Next Meeting:** July 25, 2007 @ 9:00 am –Info Tech room 126

**XVI. Meeting Adjourned**