

**OAKLAND COUNTY
COURTS/JUSTICE ADMINISTRATION LEADERSHIP GROUP**

MINUTES FROM APRIL 30, 2008 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, Joanie Toole, Jody Overall, Mary Gaissert, Jerry Cadreau, Pat Hannum and Phil Bertolini.

Recording Secretary: Mary Larkin

AGENDA:

- I. Minutes from January 30, 2008 meeting approved.**
- II. Review Vacant Position Report:** page B.6. As a result of the hiring freeze, the three vacancies in existence during the last quarter continue at the present time.
- III. Review e-Government Status:** pages A.28-A.33
 - Ad Hoc Reporting vendor selected and contract finalized. Contract began April 29, 2008.
 - Server upgrades began three weeks ago.
 - Disaster Recovery testing completed last quarter.
- IV. Review Planned Maintenance/Upgrades and Master Plan Activity:** pages A.1-A.27
 - A. "Open Requests" page A.6
 1. 52nd District Court to JIS---has been eliminated
 2. Imaging Juvenile Confidential---after Rick Perry finalizes, will need to be sized
 3. Network Video Hearing Rooms---has been eliminated
 4. Operational Improvements Phase 3---for Circuit Court
 5. Vitals-Concealed License Permits---will be withdrawn
 - B. Unallocated Hours
 1. 162 total at present time
 2. **MOTION PASSED:** transferring 75 unallocated hours to Clerk's Enhancement Budget for Election Website for Local Clerk's Project, and removing this project from New Project Presentation for 2009/2010 Master Plan.
 3. **MOTION PASSED:** moving Priority # 14 " BIS Network" to

“Open Requests”, and the 145 dedicated hours to “unallocated hours”.

4. **MOTION PASSED:** to send all 17 “New Project Presentations” for sizing now, and subsequent prioritization at July 2008 meeting. New Projects include: ADR Case Evaluation; Animal Control Web Site Enhancement; Board of Commissioners Document Search; Campaign Finance Enhancement; Community Corrections COMPAS; Community Corrections DW; Court Explorer Enhancements; Courts Video Conferencing; EDMS Backup Process; E-filing Enhancements; Election Website for Local Clerks; Electronic Transfer of Notices; IP Cameras in Circuit Court Rooms; Network Video Hearing Rooms; Online Pet License Purchase; Online SN Clinic Registration and Probate E-filing.

V. Review Internal Services Status: pages A.34-39

VI. Review Technical Systems and Networking Division Status: pages A.40-A.49

VII. Review Master Plan Analysis: page C.1

VIII. Recent Information Technology Budget Reductions-Phil Bertolini
Four million dollars has recently been cut from capital improvement plan for I.T., along with 1.3 million reduction in I.T.’s operating budget. Consequently, I.T. representatives will be working with departments in upcoming months to determine where customer support hours can be reduced to free up hours for new projects.

VIII. Next Meeting: July 30, 2008 @ 9:00 am –Info Tech room 126

IX. Meeting Adjourned