

**OAKLAND COUNTY**  
**Information Technology Leadership Group**  
**Meeting Minutes**

**LEADERSHIP GROUP:** Courts Leadership

**MEETING DATE:** 4/27/2011

**GOALS (S):**

**RECORDING SECRETARY:** Rebecca Schnelz

**NEXT MEETING DATE:** TBD

**TIME:** 9:00 a.m.

**Members Present:** John Cooperrider (acting as chair), Rick Perry, Rebecca Schnelz, Nicky Brian, Diana Carver, Jim Taylor, Joanie Toole, Betsy Hysell, Mary Gaissert, Kevin Bertram, Tammi Shepherd, Dawn Siegel, Ed Poisson, Connie Srogi

**Discussion Points**

1. **APPROVAL OF MEETING MINUTES FROM January 26, 2011.** Motion by Schnelz and supported by Toole. Approved unanimously.
2. **QUARTERLY STATUS REPORT & VACANCY REPORT** Janette McKenna presented the Vacant Position Report and discussed. Three positions have been deleted. With additional new vacancies, the current vacancy rate is 21 positions.
3. **QUARTERLY STATUS REPORT** on e-government, Internal and Technical Systems.

Jim Taylor reported e-government – See Master Plan for details. Report included information on PCI, and the Standard eCommerce Package.

Kevin Bertram reported Technical Systems – See Master Plan for details. Activity reported included replacement of unities, Microsoft Office 2010 implementation and Internet Explorer 8 testing.

Janette McKenna reported Internal Services – See Master Plan for details. Report included activity on the telecommunications audit, Service Center enhancements and broadband.

4. **PLANNED MAINTENANCE, UPGRADES AND MASTER PLAN ACTIVITY** Mary Gaissert reviewed the status of planned maintenance, upgrades and Master Plan activity. Items presented included Kofax, Business Objects, District Court conversion to JIS (2 down, 2 to go), CCJDW and CV time tracking.
5. **SIZING REQUESTS**

**CSTAR UPGRADE FOR CLOUD READY (COMMUNITY CORRECTIONS)** Rick Perry presented information on this sizing request for Risk Assessment to be put into CSTAR and made cloud ready.

**CHILDREN'S VILLAGE CASE MANAGEMENT SYSTEM** The case management system is grant funded. An RFP has been sent. Sizing request is to evaluate the RFPs.

A motion was made by Hysell to send both projects for sizing. Support by Toole. Approved unanimously.

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**RECREATION INVENTORY AND FINDER (PARKS & REC)**

This item was not addressed as it belonged under a different Leadership Group.

**9. SIZE ESTIMATE PRESENTATION**

This item was not addressed.

**10. ELECTION OF OFFICERS**

Nominations were made to elect Barb Hankey as chairperson and John Cooperrider as vice-chairperson.

Moved by Toole, supported by Hysell to vote on the nominations. Approved unanimously. Schnelz volunteered to act as recording secretary and there were no objections.

Meeting was adjourned.