

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Minutes

LEADERSHIP GROUP:	FINANCE/ADMIN	MEETING DATE: 10/25/16
GOALS (S):		
RECORDING SECRETARY:	Jennifer Hain/Angie Broegman-Stinde	

NEXT MEETING DATE: 1/31/17	TIME: 1:00PM
-----------------------------------	---------------------

Members Present: Garth Wootten, Pam Weipert, JoEllen Shortley, Dan Hunter, Sara Stoddard, Irene Spanos, Jennifer Hain, Todd Birkle, Lynn Sonkiss and Chris Ward

Members Absent: Leigh-Anne Stafford, and Jody DeFoe

Others Present: Janette McKenna, Phil Bertolini, Tammie Shepherd, Janet Brinker, Kristine Powers, Kary Goisdzinski, Sherry Yagiela, Kevin Bertram, Cassy Zakens, Carl Wilson, Laura Mancini, Mary Morgan, Brian Smith, Shashi Gowda, Scott Guzzy, Chris Ward, Dave Golaszewski, Jim Taylor and Dennis Faustich

Call to Order 1:02

- I. **Approval of prior meeting minutes:** Hunter moved, Garth Supported.
Approved
- II. **Introduction of Chris Ward** – Board of Commissioners
- III. **Review 2015-16 Master Plan Quarterly Status Report:**
 - Current vacancies – 16 vacant.
 - Planning of vacancies – 10% vacancy rate
 - **Summary of Delivery** - McKenna reviewed the Master Plan Analysis (ref. Page C.1) for 2016-2017. The Finance/Admin group completed 97% of Enhancements, 110% for Planned Maintenance and Upgrades, and 144% for Support/Maintenance. Overall Finance LG delivery was 110%. Total IT delivery to all departments was 98%.
 - HIPAA compliance-Risk Assessment – Has been started.
 - ACA Employer Reporting Budget – working with Rimini Street
 - HR WI – Intranet Development Phase - Complete
 - PeopleSoft Research RFP – RFP's due 11/1/16. Demo's expected in February.
 - Audit Management System – RFP went out. 4 Bids/Vendor Demos requested.
 - Digital Market – Elite 40 Campaign
- IV. **New Business – 2017-2018 Plan** – Prioritize Carry Forward Projects. HIPAA will be new #1, RFP #2 and Auditing #3. Also move Purchasing below Library project.

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Minutes

V. Balance Allocations - None

VI. Other Business - Election of Officers

Election of officers was held.
Chairperson – Lynn Sonkiss
Vice Chairperson – Jennifer Hain
Secretary – Pam Weipert

Motion carried unanimously on a voice vote.

Adjourn

Birkle adjourned the meeting at 1:44.

Next Meeting: Tuesday, January 31, 2017 @ 1:00pm