Routine Business

Call to Order

1. Approval of Minutes from August 1, 2017 Meeting

2. Approve amended agenda to add item B to New Business

3. Review 2017-2018 Master Plan Quarterly Status Report:
   a. Vacant position report
      • 20 vacant positions. Filled 6 positions. Created 2 new. Total of 16 vacancy positions left equaling vacancy rate of 10%. Lowest in some time.
   b. Review Planned Maintenance/Upgrades and Master Plan Activity Status
      Master Plan Activity Status:
      • #2- BS&A 2018 Cost Table-testing.
      • #3- WRC SCADA Ignition Implementation- on hold.
      • #9-Tax Management System-support vendor development as needed.
      • #12-Equalization Mandate Program-all mandates going forward.
      • #13-OCHD Mandate Program Budget-minor enhancement.
      • #14a-EH Enterprise Imp-Contract- on hold
      • #17b-FMO BMS implementation-working on animal shelter.
      • #18-GIS Enterprise program-created Halloween happenings map of the month.
      • #18a-GIS Enterprise Roadshow Program-prepared for CVT ArcGIS online rollout, and a new assessor application was created.
      • #19-AAT Upgrade- completed and deployed but not turned on. Closing out project.
      • #20-FM Infrastructure Improvement-in discovery phase of project.
      • #21-AAT Upgrade-MYSA-last project started.
      • #24-WRC Asset Optimization Phase II- 5 of extra 10 completed.
      • #25-WRC Development Budget 2017-executed reports.
      • #26-WRC Soil Erosion Software Solution-vendor selection and contract negotiations resumed.
      • #27a-FM CAMS Expansion-GIS-completed.
      • #27b- FM CAMS Expansion remaining ETC-phase two of project in initial
planning.

- #28-WRC Pontiac Water Metering-working through security.
- #29-Surplus Property management-completed.
- #30-Oblique Imagery Implementation-delivery & performed QA, finish change detection process.
- #31a-WRC IVR Solution-contract negotiation completed
- #31b-WRC IVR Solution-Genesys-finalizing.
- #33-CAMS Enterprise Enhancements-to move CAMS to cloud.
- #35-Municipal services IT program-support SEMCOG Pilot. Reviewed Clarkston IT structure.
- #36-Land Enhancement Budget-July/October land sales

- **Carl gave an update on Universal Communication Program.**

  3 phases program: phone system/voicemail override
  1) Move network distribution equipment replacement to be approved at Board on Thursday
  2) RFP phone/voicemail replacement more features available out for board approval in April.
  3) Enhancement of wireless activity.

  Two years to implement by end of calendar 2019.

  c. **Master plan analysis**

  For Land at 15,177 hours, 38% delivery
  Planned Maintenance at 23% delivery
  Support & Maintenance at 52% delivery
  Overall at 40% delivery
  46% delivery for other groups

  **Tammi spoke on delivery:** great progress but a few projects have road blocks.
  The E-health project is ongoing since January is a 4,000 hour project and have only spent 100 hours on, will move some hours to open request. DevNet program a good product but slow has 5,000 hours of portfolio, 3% portfolio in mandates not defined or developed and waiting to be executed. Soil erosion has 1,000 hours funded. Have been delivering other things further down the list. Hope to make up difference by end of master plan.

4. **New Business**

- A. **EH Enterprise Implementation**- removes 1,571 hours. With the delay in the contract sizing we will not be able to complete 15 months of implementation work this master plan. We have scoped it down to 10 months of work and will adjust again in the future if/when the contract is signed.

  **Tammi** spoke on topic stated finalized contract negotiations 9 months longer than expected. Can’t finish 4,000 hours in 11 months. Most able to deliver 2,000 hours. 1,500 to open requests so others can get work completed. 1,571 to open request as un-allocated.
Motion to Approve-Approved

- **B. Added to Agenda** - Priority of WRC Hach WIMS Phase II project (currently in open request).
  Funded by WRC. Discuss prioritization. Once funding finalized will do an Evote.
  **Motion to approve Evote and be New #31-Approved**

**2018 Meeting dates**: at 2:00PM
- January 30, 2018
- May 1, 2018
- July 31, 2018
- October 30, 2018

*Adjourn* to next meeting January 30, 2018 2:00PM