

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Agenda

LEADERSHIP GROUP: LAND	MEETING DATE: 8/1/17
GOAL(S): To help direct and allocate valuable IT development resources to initiatives and projects that are the most beneficial to the County organization as a whole.	
TIME: 2:00PM	LOCATION: IT-Rm 126
NEXT MEETING DATE: 10/31/17	TIME: 2:00PM

Routine Business

Call to Order 2:02PM

1. Approval of Minutes from May 2, 2017 Meeting
2. Review 2017-2018 Master Plan Quarterly Status Report:
 - a. Vacant position report
 - 26 vacant positions. Filled 3 positions. Created 3 new. Total of 20 positions left equaling vacancy rate of 12%. 2 coming off the list this week.
Question by Michelle: Are IT positions listed on vacancy list? YES by Janette.
 - b. Review Planned Maintenance/Upgrades and Master Plan Activity Status
 - WAS upgraded to Access 2016
 - Go Live with upgrade for facilities
 - #2- WRC SCADA Ignition Implementation-security completed. Move to hold.
 - #8- Tax Management System-primarily on hold at this point
 - #10- RCOC SAD Management-Completed
 - #11- EPP Viewer Program-working on mandate now
 - #13a-EH Enterprise Implementation-progress made on contract. Sign this quarter.
 - #16b-FMO BMS-Implementation Phase 1-currently implementing.
 - #17 GIS Enterprise Program-created storm map.
 - #17a- GIS Enterprise Road Show-CVT pilot.
 - #18- AAT Upgrade-completing testing now.
 - #19-FM Infrastructure Improvement-in initial planning.
 - #21-CAMS Public Request Portal-in initial planning.
 - #23-WRC Asset Optimization Phase II-on hold until this fall.
 - #24-WRC Development Budget-completing kiosk.
 - #25-WRC Soil Erosion Software Solution-in contract negotiations.
 - #26a-FM CAMS Expansion-project began testing.
 - #27-WRC Pontiac Water metering-environment selected and planned.

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- #28-Surplus Property Management-cancel RFP bringing in house.
- #29-Oblique Imagery Implementation-completed. Training scheduled Aug 7th.
- #30-WRC IVR Program-split into 2 projects continuing negotiations and implementation.
- #32-CAMS Enterprise Enhancement-New Arc GIS server.
- #35- Land Enhancement Budget- Orion Township added to tax. For Road commission reports created.

- c. Master plan analysis
For Land at 11,948 hours, 28%
Planned Maintenance at 18%
Support & Maintenance at 39%
Overall at 30%

Tammi spoke on delivery: the E health project ongoing since January is a 4,000 hour project and have only spent 100 hours on. EPP viewer project mandates not as planned. Building management system will complete half the work this master plan then the rest next master plan. Let me know if any questions have on how/when projects being delivered.

3. New Business

- Equalization-Request for EB hours
Request the 87 hours from BS&A 2017 year end processes budget that was put into unallocated to be reallocated to a newly created WAS budget for outstanding WAS projects. It would be a joint effort with Treasurers office. Jody DeFoe is not at meeting but per Email supports the idea. Treasurers have currently used 170 hours from their enhancement budget and Equalization 50 hours from their enhancement budget. This newly created WAS budget would use the hours for small projects that need to be completed in WAS that are already sized.

Motion to Approve-Approved

Question by Tiffany: what are contingency hours/ are they available? Not at this time. Set aside for funded program groups. What is available are unallocated hours, hours within land enhancement budgets to move around, and hours from projects that close.

- Equalization Mandate- Add cost book to BS&A- Request to size
Mandate by STC for cost tables in BS&A requesting to size. Needs to be completed by 2019 assessment cycle (May 2018). Need to get started rather quickly for testing.

Motion to Request to Size-Approved

Request for Evote when Equalization Mandate sizing complete. This would be new #2 when Evote comes out. Put above funded work because mandated. Put in Evote where hours are coming from.

Adjourn to next meeting October 31, 2017 2:00PM

Evote sent to Land Leadership group on August 17, 2017:

Equalization is requesting an eVote approval of 320 hours to proceed with the State Mandate

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project “BS&A 2018 Cost Table – Testing Environment” for a replacement of the cost tables in their existing BS&A Assessing database. This project has been previously prioritized as #2 at the August 1st Leadership Group meeting. Equalization is requesting that the 320 hours would be transferred from the EPP Viewer Program 2017-2018 project.

Q1: YES or NO

Do you approve the transfer of 320 hours from EPP Viewer Program 2017-2018 project to create the BS&A 2018 Cost Table – Testing Environment project?

On August 18th :

All votes are in and the motion passed to approve 320 hours from EPP viewer program to create the 2018 cost table testing environment project.