County IT Committee
Tentative Minutes
April 9, 2019

1. Call Meeting to Order: Chairwoman Whalen called the meeting to order at 10:00 a.m. Present: Heuer, Nordman and Youman. Others: IT Manager Larry Callant and Typer. Absent: Oltmanns.

2. Approval of Minutes – March 12, 2019: Motion by Heuer to approve the minutes as presented, 2nd by Youman. Motion carried.

3. Approval of Bills: Motion by Nordman to approve the bills totaling $52.33, 2nd by Youman. Motion carried.

4. Public Comment: None

5. Department Report: None

6. Committee Updates
   - IT Service Request Software: Whalen stated a mailbox was created; Callant stated he did not receive any requests during his vacation. He did have Syndeo on call for back-up support. The system could be set-up for the Maintenance Dept. as well.
   - Frontier Update: Whalen asked if there is any outstanding lines that still need to be moved; Callant stated 911 is a Frontier line and will remain.
   - Health Dept. Update: Whalen wanted to know if there was anything outstanding with the Health Dept. Callant stated he has nothing with him; it is his understanding that they will be hiring outside IT services. Youman questioned why would it be cost effective to hire from outside. Whalen stated the Health Dept. does have that ability however, they would lose access to the Ogle County domain, lose email addresses, lose back-up, etc. Whalen stated they would be independent and we need to determine a cost to connect to our fiber. Youman asked if it would create more work and cost to us. Discussion continued. Callant stated they are on their own server now; the server is on the County network for security purposes. Whalen stated there has to be security standards to allow a server on the network. It is our responsibility to ensure that nothing comes on our side that may cause a virus, breach, etc. Youman would like to know why we would even allow this. Nordman stated this all stemmed from a previous communication issue. Whalen has asked Auman repeatedly to come to this Committee if there are issues. Discussion continued regarding a policy on how to handle such request. Nordman stated we need to draft a policy that if they stay with us, they meet the recommendations, guidelines and follow through with them. They need to make sure that their computers/programs interface with our network. Heuer stated we need to know the ramifications of a department going outside the network. Youman stated this Committee needs to develop protocol to handle these scenarios and if they do not want to cooperate, we disconnect them from the network. Whalen will work on the document and speak with Executive Committee. Nordman suggested that she also speak with Board of Health Chairman.

7. Old Business
   - Fiber RFP: Callant stated it is with State's Attorney Morrow for review.
   - Future IT Funding: Whalen stated she updated the budget lines that were discussed last month. She wants to focus on the software and hardware lines, get a cost average of hardware to budget for next year. Whalen stated Callant spends a lot of money that is used by numerous departments. Whalen would like to see the cost to get Focus House a maintenance program for their new software and find a source to cover that cost. Discussion continued regarding how departments use the budget lines for hardware/software.

8. New Business – Mission Statement: Whalen emailed out the mission statement, she only removed GIS. Youman suggested adding the word "cyber" to security; Committee agreed.

9. Closed Session: None

10. Adjournment: Motion by Nordman to adjourn, 2nd by Youman. Motion carried. Time: 11:07 a.m.

Respectfully submitted,
Tiffany O'Brien