

IT / EQUALIZATION COMMITTEE



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MEMBERS

Chris Wittenbach, Dawn Bales, John Lapham

MEETING LOCATION

Chambers, 2nd Floor
Old Courthouse, 301 N. Main Street, Adrian, MI

MINUTES: Thursday, May 2, 2019 – 1:30 p.m.

Present: Commissioners Wittenbach, Bales, Lapham, and Stimpson

Also Present: Matt Richardson, Shelly DeLong, Kim Murphy, Rebecca Borton, and Martin Marshall

I. Approval of Minutes

Motion by Lapham, supported by Bales, to approve the minutes of the April 4, 2019 meeting. Motion carried.

II. Information Technology

A. Departments: There were no department updates.

B. IT Report: Matt Richardson reviewed the status of IT Projects.

- The IT Policy has been approved by the Board of Commissioners.
- Email servers have been updated and the Health Department and the Department on Aging are to be added to the County email system
- Complex projects continue/regular meetings are held
- Computer replacements continue
- The Judicial Information System (JIS) has been moved to a cloud-based application
- The jail camera update project is progressing
- The DOS camera is working

Matt reviewed a request to purchase a laptop for the planning position in Emergency Management.

Motion by Bales, seconded by Lapham, to authorize the purchase of a laptop in an amount not to exceed \$1,750 out of the IT Division of the Capital Improvement Fund. Motion carried.

III. Equalization

Director's Report: Shelly DeLong reviewed that the annual report presented to the Board of Commissioners last month has been submitted, along with other reports, to the State of Michigan. The Equalization Department has been moving personnel work areas around and her office is moving forward with 2019 studies.

Updates / Other Business: There were no other updates or other business.

IV. Adjournment

Motion by Lapham, seconded by Bales, to adjourn the meeting at 1:45 p.m. Motion carried.