

# IT / EQUALIZATION COMMITTEE

**Martin D. Marshall**  
Administrator

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## Members

*Chris Wittenbach, John Lapham, Dawn Bales*

**Minutes:** Thursday, November 5, 2020 – 1:30 p.m.

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**Present:** Commissioners Wittenbach, Lapham, and Bales

**Also Present:** Matt Richardson, Martin Marshall, Kim Murphy, Rebecca Borton, and Eric Miller

### I. Approval of Minutes

*Motion by Lapham, supported by Bales, to approve the minutes of the September 3, 2020 meeting. Motion carried.*

### II. Information Technology

**A. Finance Reports:** Administrator Marshall reviewed the finance report; the current fund balance is \$276,000.

The following projects have been completed and the projects can be closed:

**TECH1802**-Email Server Upgrade; **TECH1803**-Jail Video System, **TECH1901**-Storage Area Network VM, **TECH1905**-Doman Controller Project, **TECH2002** VMWare Server Replacement; and **TECH2004**-Judicial Building Camera Security (inside).

*Motion by Bales, supported by Lapham, to close Capital Improvement projects TECH1802, TECH1803, TECH1901, TECH1905, TECH2002, and TECH2004. Motion carried.*

**B. IT Report:** Matt Richardson reviewed work performed by the IT Department and the status of Capital Improvement Projects.

**Storage Server Request:** Matt reviewed a request for \$40,000 to increase the available storage capacity for Lenawee County backups. Recent updates to the Court Audio and Prosecuting Attorney system have created has reduced our storage capacity for backups; which affects all backups.

*Motion by Lapham, supported by Bales, to approve up to \$40,000 for IT Division of the Capital fund. Motion carried.*

### III. Equalization

**A.** Marty provided an update on the Designated Assessor. This assessor would be responsible of ensuring that local units of government that fail the AMAR come into

compliance with statutory provisions. The County is required to enter into an interlocal agreement designating the individual who will serve as the County's Designated Assessor by the end of the year.

The Apportionment Report will be presented to the Board of Commissioners next week.

**IV. Updates / Other Business:** There were no other updates.

**V. Adjournment**

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