

Technology Committee
Meeting Minutes
April 17, 2012

The meeting was called to order at 8:30 A.M.

Members present: David Welter, John Almer, Mike Throneburg, Ken Iverson (left at 8:55), Millie Dyer.

Members absent: Chris Balkema, Jeremy Ly.

Also present: Ron Severson, Susan Bates, John Watters, David Henderson, Lana Phillips (arrived 8:55), Shawn Hamilton, and Terry Christensen – WCSJ / WJDK.

A motion was made by Iverson and seconded by Dyer to approve the minutes of the March 27, 2012 meeting. The motion carried.

There were no additions or changes to the agenda.

There was no public comment.

David Henderson gave the Assessors Report. He notified the committee that his abstracts are in Springfield. The abstracts assist in determining the multiplier, which David says is tentatively 1.0000.

John Watters reported on behalf of the Treasurer. Watters is working on real estate data for tax bills and mobile home processing, and he continues to work on credit card processing. Watters provided an update on the cash receipt system that is being implemented in response to audit findings and recommendations for the Health Department. It was noted that training may need to be provided on the new system for employees.

A motion was made by Almer and seconded by Throneburg to approve the technology claims as presented. The motion carried.

Watters provided an update on the web content project. He stated that the majority of the current content has been migrated and a page by page review of the information is being completed by his department. Watters started building a process for availability of agendas and meeting minutes. Pages are also being developed for manual content upload by departments. There was discussion about a future workshop with the board members to demonstrate the new site. Throneburg asked if the site is close enough to completion to set a target implementation date. Watters stated that he expects to launch the new site post the May Technology Committee meeting. Based upon feedback from Welter and the vendor, Throneburg stated that he thought that was a good implementation date.

Iverson asked who would be reviewing the new content, and Watters stated that his office would do a page by page content review of any new information. Dyer offered to contact

a local photo club to obtain pictures for the site, which Watters reported he has spoken to and is starting to collect pictures.

Welter reported on a report from the Illinois Policy Institute which reports on transparency within local government. He stated that, in the most recent review, that Grundy scored a 28-29% out of 100%, and that was something to build on. Welter hopes that transparency scores will improve once the new site is implemented. Welter stated he would contact the Illinois Policy Institute to see if they will perform another review of the site post implementation. Iverson asked Welter if he looked at other sites from this review that scored high to get ideas; Welter stated that he had and shared some of that feedback with the vendor. Iverson asked if there are any statutory requirements for the site. Bates reported that those requirements are covered under the FOIA and Open Meetings Act, and that the current Grundy site complies with those requirements.

The current task report was distributed. A motion was made by Almer and seconded by Dyer to approve the task report. The motion carried.

Welter reported that he, Watters, and Hamilton would be meeting on Thursday, April 19 at 8:00 am to begin the process of reviewing the budget and expenses for the technology department. They will report back at the May Technology Committee meeting with their findings. Watters echoed comments from Welter that the technology department needed to live within the approved budget, or bring any budget amendments to the finance committee for approval. Welter acknowledged that, in the past, one was doing the tracking work on the budget that is being done now, and that the committee is looking for ways to address the issue. Throneburg stated that some history should be able to be looked at to find trend lines with current expenses. Severson stated that perhaps there is not enough in the current budget and some adjustments would need to be made.

There was no new business to report.

There was no executive session.

A motion to adjourn was made by Almer and seconded by Dyer at 8:59 am. Motion carried.