

IT Committee Meeting Minutes – 02/19/2025

Present: Larry Youngs (Board Chair), Roy Haeger (Committee Chair), Jamey Francis (Vice-Chair), Roxanne Lutgen, Mario Loreti, Joe Miller, Becky Rein, Danny Gardner.

1. Meeting called to order at 5:03 PM on February 19, 2024 in the County Board Room of the Iron County Courthouse at 300 Taconite St, Hurley, WI 54534 by Roy Haeger.
2. Request for Public Comment. None.
3. Director's Report - Gardner Reports:
 - a. Board member Kurt pulled all Capital expenses out of the IT budget to capital projects, so line items were adjusted at the end of year to resolve budget discrepancies. \$1215 for a Forestry desktop still needs to be moved to capital projects. Roxanne to do assessment on \$5000 overage on Contracted Services (probably wages for GIS and Sheriff's dept).
 - b. The Mercer Highway security buildout is ready. Highway employees will now be scanning time sheets with a new scanner instead of faxing. Highway to eliminate the cost of fax line.
 - c. ADRC/Senior Center buildout is ready except for some access control setup. IT and HS also need to determine what display software to use for the digital signage TVs in the ADRC lobby, HS lobby, and Senior Center. Key fobs are ready to deploy.
 - d. Child Support security buildout will piggyback off the existing system in the courthouse. The work to update and bring local control over the existing Ubiquiti infrastructure has been completed.
 - e. Health Dept security buildout will be coming soon - key fobs and cameras
 - f. A new project adding key fob access for the County Car Garage has been recommended by the Dept Heads. This is expected to take place this summer.
 - g. The courts want more Microphones added to the Big Courtroom as well as a revamp of the small courtroom AV. Gardner has a ticket open with CCAP and is currently waiting for an appointment date from them as well as some backordered equipment. Expected to be completed possibly by mid March.
4. Reviewed additional open tickets in the Help Desk. Gardner continues to work to close those out as new ones continue to arrive.
5. County website Project Update:
 - a. Murph reports that Economic development supports a website revamp. Recommended that Becky Holme be heavily involved in the process given her background.

- b. Gardner reports that county website Replacement needs to be ADA compliant by 2027. County can hire a hosting company to ensure ADA compliance - Roy reports Hurley School pays an estimated \$4000.
 - c. Gardner has a demo with CIVIC Plus and Municode scheduled for Feb 25 @ 11AM. Roxanne requested reschedule as she is in Madison. Roy, Joe and Becky Holme will attend.
 - d. Discussed digitization of the county ordinance book before working with Municode. Discussed the possibility of hiring an intern (Gogebic CC student) to assist with scanning and organizing into a searchable PDF. Joe is going to investigate further. AARPA funds are possibly an option to fund the project. Joe will talk to the historical societies to see if there is a possibility of a digitization grant.
- 6. Gardner discussed the move to the new Freshdesk Help Desk system. The backend is complete, synchronization with the county's Office 365 accounts still needs to take place.
 - 7. Gardner reports that Computer Doctors have been kept busy with help desk tasks while he has focused on the backlog of building security projects.
 - 8. Gardner reports that other major budgeted projects for this year will include an upgrade of the Spillman servers in the ICSD as well as a county-wide upgrade to Windows 11. Approx 20-30 computers will need to be replaced for compatibility purposes as part of this upgrade. Windows 11 has already been deployed on new computers and has not caused any issues.
 - 9. CivicPlus website demo rescheduled for March 4th.next mtg- March 20th @ 5pm
 - 10. Next meeting date is set for March 20, 2025 at 5:00 PM.
 - 11. Roy Haeger called for the meeting to be adjourned at 6:08 PM.