

IT ADHOC COMMITTEE MEETING
Wednesday, February 10, 2021 – 10:00 a.m.
Howard Male Conference Room

COMMISSIONERS PRESENT: Dave Karschnick, Chair
Bill Peterson
Kevin Osbourne
Robert Adrian, Guest

OTHERS PRESENT: Steve Mousseau, IT Director
Logan Kemp, Network Technician
Joshua Kuehne, PC Technician
Mark Hall, Emergency Services Coordinator
Tammy Sumerix-Bates, Executive Manager via phone
Kim Elkie, Administrative Assistant

INFORMATION ITEM: Mark Hall, Emergency Services Coordinator, presented information to the Committee regarding Kari's Law, which requires all businesses to provide direct dialing for 911 calls from multi-line telephone systems without first having to first obtain an outside line.

INFORMATION ITEM: Mark Hall also presented RAY BAUM's Act mandating a dispatchable location for 911 calls in the form of a location within the physical address to be provided via caller ID. Mark will be working with Adam Poll from the Alpena Area Chamber of Commerce and Andy Marceau, Public Information Officer for City of Alpena, to communicate to local businesses. Steve Mousseau has compiled a list of County location descriptions that have been applied to phone extensions; he will provide to Mark Hall for approval. Steve will research the County cell phones as well as inquire the potential situation where someone takes a phone from one station and plugs it in somewhere else to ensure the location shows correctly.

INFORMATION ITEM: Mark Hall brought to the Committee the need for PC upgrades in the 911 center and in the Emergency Operations Center. He has funds in the 911 budget to cover the associated cost.

INFORMATION ITEM: Mark Hall provided an update on the radio upgrade. Logan Kemp, Network Technician, and the Maintenance Department staff reorganized cables in the 911 center. Mark has contacted Thunder Bay Electric to ensure there are enough circuits. There are funds in the 911 budget to cover the cost.

INFORMATION ITEM: Judge Black is requesting voice-to-text capability, at least on a temporary basis. Steve Mousseau found an app that might be helpful, he will research further. Judge LaCross is interested in digital signature. DocuSign is approximately \$300.00 per year per user. Other options are being investigated.

INFORMATION ITEM: Steve Mousseau, IT Director, has obtained a quote for replacement PCs throughout the County departments. He hopes to have them on order by the end of the week. There is a chip shortage which could affect the availability of IT

equipment.

INFORMATION ITEM: Steve Mousseau informed the Committee that Charter has discontinued a discount we have been receiving since at least 2015, approximately \$1800.00 per year. Frontier is going to send a quote for the 15 (fax) lines we have. We would not have to purchase any new equipment. Charter refused to reinstate the discount to keep our business.

INFORMATION ITEM: Steve Mousseau states the Prosecutor's Office shredder has been ordered and is estimated to arrive February 16.

INFORMATION ITEM: The IT team plans to update all the Commissioners' laptops with SSD drives to help shorten reboot times. The cost is approximately \$25.00 per laptop. Commissioners should schedule a time with IT to have this done.

INFORMATION ITEM: The IT Department has received requests from an office upstairs requesting to have updates wait until June. The Committee advised to move forward with updates.

INFORMATION ITEM: Director Mousseau states the wireless survey yesterday went well with Sentinel. The IT team took turns escorting them through the buildings. Steve is hoping to have the results by the end of the week.

INFORMATION ITEM: Cohesity/VMWare migration is almost complete. Other project priorities are:
COVID equipment reimbursement grant
Install new cable to clerk's office
Purchase and deploy computers to City and County
New Jail Switch to be installed and tested
Assist moving equipment from current to new jail

INFORMATION ITEM: Steve Mousseau informed the Committee the fiber for the Jail has been connected to the outside box. The vendor put a priority code on our order so he is hoping to have it completed before the expected date of April. Steve may configure another switch to help temporarily if he doesn't hear back by next week.

INFORMATION ITEM: Steve Mousseau provided a list of equipment he is looking to order through an MEDC/CDBG grant. He is concerned about subscription fees for continuing maintenance after the purchase, making ongoing costs unaffordable. He has an allocation of \$52,225.00 from the grant. He is working diligently to make informed decisions and submit for grant fund reimbursement by the deadline.

INFORMATION ITEM: Discussion was held and suggestions offered regarding how to replace funds for future equipment purchases, including making the departments more responsible for their equipment budget and needs. Steve Mousseau will work on an equipment rotation plan.

INFORMATION ITEM: New office chairs are needed in the IT department. Steve Mousseau took one

from the Media Room so two are needed. Motion by Commissioner Peterson with support from Commissioner Osbourne to purchase two new chairs for the IT Department at a cost not to exceed \$1,200.00 with monies coming from the aging equipment fund. Motion carried. We will be notified of the purchase and if funds are needed the amount will be replaced when possible.

INFORMATION ITEM: Surge protectors for the new jail were discussed.

Motion to adjourn by Commissioner Peterson with support from Commissioner Osbourne. Motion carried. The meeting adjourned at 11:17 a.m.

Dave Karschnick, Chair

Kim Elkie, Administrative Assistant