

DRAFT - IT ADHOC Committee Meeting Minutes
December 1, 2021 – 10:00 a.m.
Howard Male Conference Room

INFORMATION ITEM: Steve Mousseau, IT Director, informed the Committee that the deployment of 60 new PCs has been completed.

INFORMATION ITEM: Director Mousseau stated the conversion of the County's fax lines to Frontier Communications has been accomplished. Billing, however, has been complicated as Frontier mailed all invoices to DHHS. The account address has been updated but a corrected invoice has not yet been received. Furthermore, the charges are higher than previously agreed. Steve has contacted our Frontier representative for assistance. A (partial) payment of \$1,200.00, representing the agreed upon amount, has been made to avoid disruption of service while the pricing issue is resolved.

INFORMATION ITEM: Steve reported that all County phone location descriptions have been updated for Ray Baum Act compliance. Central Dispatch will perform a final test and report back.

INFORMATION ITEM: Director Mousseau stated the offline backup has been tested and is operating correctly.

INFORMATION ITEM: Steve reported the wireless project at the Annex building has been completed. New switches were installed, an additional rack placed in each closet with a cable management system and cable labeling.

INFORMATION ITEM : Director Mousseau explained the storage array has been installed and is operational. The County servers have been migrated.

INFORMATION ITEM: The County IT team met with Steve Shultz, City of Alpena, for discussion of plans for 2022. Items discussed include:

- Wireless access for the City Marina
- Phone system upgrade
- UPS installations at the City Police station
- The benefits of migrating the City to the storage array with a cost of approximately \$5,200.00
- Switch upgrades
- PC upgrades
- Wireless survey and replacement of access points
- The County recently installed and configured two network interface cards and a switch module for the City.

INFORMATION ITEM: Director Mousseau explained that a new mobile device policy will be submitted to the Board of Commissioners for adoption. Following this, all County phones will

be migrated to a mobile device manager. Users will be required to sign the policy to be issued a County phone.

INFORMATION ITEM: Steve Mousseau outlined recent and planned firewall updates.

INFORMATION ITEM: Steve reviewed the priority list from October's meeting:

- Server switch installations – Completed
- Storage array network installation – Completed
- New switch installations at Annex – Completed
- Wiring closet cabling projects at Annex – Completed

INFORMATION ITEM: December project priorities were outlined by Director Mousseau:

- UPS installations at City Police station (scheduled for December 1)
- Update County public use computers
- Start preliminary tasks for 2022 projects.

Motion to adjourn was made by Commissioner Osbourne with support by Commissioner Karschnick. Motion carried. The meeting adjourned at 10:29 a.m.

David Karschnick, Chairman

Kim Elkie, Board Assistant

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