FINANCE COMMITTEE
Minutes –October 15, 2015

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Tuesday, October 15, 2015, in Conference Room N-1, County Courthouse East.

Committee Members Present. Supervisors Mawhinney, Kraft, Fox, Podzilni and Beaver (at 7.39 A.M.).

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Jodi Timmerman, Deputy Corporation Counsel; Mickey Crittenden, Information Technology Director; Randy Leyes, Register of Deeds; Michelle Schultz, Real Property Lister.

Others Present: None.

Approval of Agenda. Chair Mawhinney said item 3 should be deleted and there is an addition to 5.D. of a Pre-Approved Encumbrance for Finance. Supervisor Kraft moved approval of the agenda with these changes, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements. Chair Mawhinney informed the Committee that the auction on foreclosure properties went very well and only one property, on Cristilla Dr., did not sell.

Transfers and Appropriations.

UW Extension

FROM		TO	
Account #	**Amount**	**Account #**	**Amount**
56-5625-0000-67160	$ 4,200	56-5630-0000-67160	$ 4,200
Farm – General – Capital Assets		Farm Capital Project – Capital Assets	

Supervisor Fox moved approval of the above Transfers and Appropriations for the Finance Committee, second by Supervisor Kraft. ADOPTED.

Bills and Encumbrances None.

Bills Over $10,000

University of Wisconsin Extension	$ 83,244.00

Supervisor Kraft moved approval of the above Bills Over $10,000 for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Encumbrances Over $10,000. None.

Pre-Approved Encumbrance Amendments.

Finance
JP Morgan $ 1,000.00

      Supervisor Fox moved approval of the above Pre-Approved Encumbrance Amendment for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Approval of Bills for Other Departments. None.

Committee Approval.

Amending the 2015 Land Conservation Department Budget to Offset Costs Associated with the Clean Sweep Program

"NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, amends the Land Conservation department's budget as follows:

. . ."

      Supervisor Kraft moved Committee approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Department 2016 Budget Review.

      Register of Deeds Mr. Leyes said he is in agreement with the 2016 Recommended Budget. He added that the Department is printing from the scanned documents and this is working out very well. The redaction project is going very well and they have over one million documents scanned at this time, and which the public can access via the internet. He added that his office is a large contributor to Land Records.

      Land Records Ms. Schultz said things are going well and they are very happy with the new computer system.

      County Clerk Mr. Smith said the information he has from Ms. Tollefson is that there will be four elections in 2016, she is comfortable with the budget but will not know until after the third election if they will have enough in this account. He said she also told him that voter ID will also be implemented in 2016, and the DNR service will be ending as there are 14 other areas in Rock County that provide this service.

      Finance Director Ms. Oja said that office supplies will be moved to Purchasing in 2016, and that the Senior Buyer position is also being downgraded. She said a new Human Resources / Payroll computer system will also be implemented in 2016. This will help with some of the reports and also give the employees an online timesheet.

Treasurer Mr. Smith said the Treasurer's 2016 Recommended Budget is pretty much cost to continue. The interest on investments is up a little, the interest on delinquent taxes is still down a little, and overall interest is still down.

Information Technology Mr. Crittenden handed out the IT budget by fund code and the IT strategic initiatives for 2016 (attached) and went over his initiatives. He said he asked for two personnel actions and received one. He agreed with waiting for Human Resources review on the other.

Other Mr. Smith handed out a table on the sales tax usage from 2007-2016, and the recommended projects being funded with sales tax funds for 2016, went over them and answered questions.

Update, Discussion and Possible Action on May 7, 2015 Claim. Ms. Timmerman reminded the Committee this was the claim on the miniature donkey that was killed by a neighbors dogs. She said the owner of the dogs was charged in court two weeks ago, told the Judge the dogs had been put down, but that no restitution had been paid to date.

Supervisor Kraft moved to have Ms. Timmerman verify the dogs have been put down, if so, to pay the owner of the miniature donkey $700 out of the Dog License fund, and to collect the funds paid out from the owner of the dog, second by Supervisor Podzilni. ADOPTED.

Adjournment. Supervisor Podzilni moved adjournment at 8:32 A.M., second by Supervisor Fox. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

Rock County Information Technology Strategic Initiatives
For 2016

The 2016 IT budget reflects the mission of continuing to support current business processes throughout all of Rock County's governmental operations, with a specific focus on helping all County departments to operate as cost-effectively as possible while meeting their departmental goals. Additionally, specific technology projects are planned to significantly improve County operations, including the following budget-affecting strategic projects, in priority sequence:

Project	2016 Budget Affect
Further Roll-out of Microsoft Software	$481,404

    -- *Continued updates to operating systems and desktop software*
    -- *Facilitate additional training in the latest software versions*
    -- *Further use of collaboration and workflow technologies*
    -- *Maximize License rights via Enterprise Agreement with Microsoft*
    -- *Capital Improvement Program project*

This project will focus on keeping all of the County's desktop (and laptop) systems up-to-date on the most current, stable, and appropriate Microsoft operating system and Microsoft Office software, to the benefit of all County departments and employees. The project marks the 3rd Year of a 3-year Enterprise Agreement that allows the County to deploy any desired version of licensed Microsoft desktop and server software. The County will benefit through the further introduction of Microsoft's SharePoint collaboration and workflow software that will foster increased streamlining of business processes throughout the County operations. Additionally, the further implementation of Microsoft Lync communications software will result in a rich, interactive environment that unifies enterprise voice, presence, instant messaging, and multimedia conferencing, with specific integration with Office, Exchange, and SharePoint.

Network Servers Replacements $75,000

    -- *Addresses aging servers that have increasing maintenance cost or no available support*
    -- *Provides a necessary server for a major upgrade to the HR/Payroll system*
    -- *Boosts performance and throughput of existing and future applications*
    -- *Lowers power and cooling requirements*
    -- *Increases Server Virtualization capabilities*
    -- *Capital Improvement Program project*

The IT department currently manages 63 servers, and a varying number of replacements are planned each year. The server replacement plan for 2016 includes addressing three general purpose Windows servers that will be out-of-support due to age or do not meet current demand. These servers are application and database servers used by multiple County operations. In addition to

addressing performance and application requirements issues, the new servers will result in lower power and cooling costs.

Three new servers will be configured to provide hosting for multiple virtual servers, thus continuing the County's strategy of consolidating data center assets for the sake of streamlining operations. The two new physical virtual host servers will each be able to host several virtual servers that would otherwise require separate hardware systems. This will result in operational savings in terms of lower power and cooling requirements.

New Supplemental Data Center Air Conditioning   **$75,000**
    -- *Replaces the current, aged, and unreliable supplemental system*
    -- *Covers the A/C needs in the Data Center while the primary system is off-line*
    -- *Significantly less power usage compared to current supplemental system*
    -- *Capital Improvement Program project*

This project will replace the current supplemental air conditioning system in the County's main data center. The current supplemental system used to be the primary air conditioner, is 29 years old, very costly to operate from an energy perspective, and has proven to be unreliable. This unreliability factor has caused an unscheduled and highly disruptive powering-down of all systems in the data center in order to prevent damage to critical equipment due to over-heating. The supplemental system will provide air conditioning during periods of scheduled preventative maintenance of the primary unit, or in the case of failure of the primary unit. With a new supplemental air conditioning system, the old system can finally be decommissioned and removed from the data center.

Additional Data Center Information Storage Capacity   **$60,000**
    -- *Accommodates the increase in disk storage requirements throughout County operations*
    -- *Builds upon the County's current Storage Area Network*
    -- *Provides for increased data protection and replication of critical information*
    -- *Capital Improvement Program project*

This capital project addresses the rapidly increasing disk storage requirements for virtually all County operations. Examples of applications that drive the need for additional storage capacity include the widespread use of document imaging, the management of audio, video, and photo files, and the growth of databases.

The project entails building upon the County's current Storage Area Network by installing disk drives and their associated enclosures and controllers, as well as taking advantage of SAN enhancements for data protection and replication of critical information.

In tandem with this initiative will be an analysis and identification of information that is no longer needed to be retained and can be removed from the County's storage systems.

Increasing the Capacity of the County's Disk-to-Disk Backup System   **$96,000**
- *-- Addresses the trend of increasing backup requirements*
- *-- Fits into the County's current Backup System*
- *-- Provides for increased disaster recovery and business continuity abilities*
- *-- Capital Improvement Program project*

With the increase of the County's disk storage requirements comes an increase in the requirements for information backup capacity. This capital project adds a backup controller and associated disk drives to the County's current disk-to-disk backup system. The resultant increased backup system capacity will enable greater workloads with multiple and concurrent backup and archive operations.

Upgrade of Highline ePersonality to NextGen Version   **$156,555**
- *-- Updates the current HR/Payroll system to latest version*
- *-- Current version is approaching end-of-life for vendor support*
- *-- Capital Improvement Program project*

This project will upgrade the current Human Resources and Payroll system to the most recent version and add features, functionality, and long sought modules. The new version will include a new user interface, a new Business Intelligence report generator, and new modules that include Employee/Manager self-service, Workflow, and Timekeeping self-service. The project cost includes the first year of support for the new modules. Professional services related to upgrade planning, software installation, staff training, and post-implementation troubleshooting are included as part of the project. This upgrade will result in the County having a state-of-the-art system for managing Human Resources and Payroll.