

LIVINGSTON COUNTY BOARD  
INFORMATION & TECHNOLOGY COMMITTEE  
MINUTES OF OCTOBER 6<sup>th</sup>, 2011

Committee Vice-Chair Marty Fannin called the meeting to order at 5:00 p.m. in the Clavey Room of the Livingston County Courthouse.

Present: Fannin, Allen, Campbell, Koerner, Steichen, Woodburn

Absent: Holt

Also Present: Bill Fairfield, Alina Hartley, Scott Koepfel,

Fannin called for any additions or corrections to the agenda, with there being none requested. *Motion by Woodburn, second by Allen to approve the agenda as presented.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the September 8<sup>th</sup>, 2011 meeting. *Motion by Koerner, second by Campbell to approve the minutes of the September 8<sup>th</sup>, 2011 meeting.* **MOTION CARRIED WITH ALL AYES.**

**Department Report**– Koepfel provided his monthly department report to the Committee. Koepfel reported that a majority of his time is being spent preparing for projects and the move to the Law & Justice Center. Koepfel reported that the network equipment has been installed. Koepfel further reported that the wireless connection between the courthouse and LJC has been installed and testing.

Koepfel stated that the Probation department has been moved to the new email system. Koepfel stated that they are also using and sharing the calendar function. Koepfel stated that the new Probation server arrived and was set up and will be installed early next week.

Koepfel stated that the server running the Laserfiche scanning software was approximately 8 years old and showed signs of crashing. Koepfel stated that he was able to use existing hardware and software licensing to avoid purchasing a new server. Koepfel stated that the software was updated and new features were gained including the ability to add files to the system without printing and rescanning, the ability to produce a DVD with applicable records for FOIA requests and the ability for the entire County Clerks office to be on the network.

*Motion by Campbell, second by Woodburn to adjourn.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:15 p.m..

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Alina M. Hartley  
Administrative Resource Specialist