

CITY-COUNTY INFORMATION TECHNOLOGY COMMISSION (CCIT)

Date: June 25, 2013 11:30a.m. City Hall Board Room

Members Present: Brad Karger (C), Brenda Glodowski , Jim Tipple , Gary Bezucha, Gary Wyman, Pat Puylear, Maryanne Groat, John Tubbs

Members Absent:

Additional Attendees: Gerard Klein, Michael Loy, Wally Sparks, Chad Billeb, Dan Joling, Scott Parks, Brian Hilts, Jeremy Hunt, Joy Palmer

1) CALL THE MEETING TO ORDER:

The meeting was called to order by Chairman Karger at 11:30 a.m.

2) APPROVE MINUTES OF THE LAST MEETING (May 28 ,2013):

Wyman/Bezucha moved/seconded to approve the minutes of the meeting. **Carried.**

3) 2012 AUDIT PRESENTATION : Joy Palmer, CPA, Senior Manager from CliftonLarsenAllen addressed the Board members regarding the findings of the 2012 CCIT financial statement audit. Joy Palmer informed the Board that CCIT was issued a clean audit opinion, and she also reviewed the management letters with the Board. At the request of the Board, Joy addressed segregation of duties within the accounting functions. The Board will discuss this topic at a future Board meeting.

4) DISCUSSION ON LAW ENFORCEMENT REPRESENTATION IN DECISION MAKING:

Scott Parks, Marathon County Sheriff addressed the Board on behalf of the law enforcement agencies. There were two main concerns.

1. Some Law Enforcement agencies are charged an external (higher rate) vs. and internal rate for PC/Network Support.
2. No law enforcement representation on the CCIT Board.

CCIT Board members expressed their concern about having a law enforcement member on the Board that would bring operational issues to the Board. The consensus was that the board's role is policy and strategic level decisions. The Board will discuss other options for law enforcement input at a future board meeting.

Scott Parks, Marathon County Sheriff requested that the Board review how law enforcement fees are assessed. The Board will also discuss this topic at a future Board meeting.

5) DIRECTOR'S REPORTS:

- a. Update on Organization Changes
Directory Klein notified the Board that he has updated the CCIT staff on the changes to the organization structure. The IT Support Manager position will be posted soon.
- b. Fox Lawson Class Compensation Study
The results of the study have been presented to management. Employees will be attending informational sessions. The Marathon County Board is scheduled to vote on the plan at their July meeting. Once the County Board has made a decision the CCIT Board will make a decision regarding the implementation of this pay for performance plan.

- c. Contract Updates
Director Klein updated the Board on the status of several contracts. A contract for database administration services has been signed with RDX. A contract for PC installation services has been signed with Paragon Development Systems. Staff from PDS will augment our current staff through the end of the year as we work to eliminate our Windows 7 machines.
- d. Project Status Report
 - Wausau Community Area Network Project – This project is nearing completion. The run to the North Central Technical College Agricultural Center for Excellence has taken longer and has been more costly than originally estimated due to the amount of rock that was encountered. Existing conduit on the Stewart St bridge is not usable. New conduit will need to be installed on the bridge, but this cannot happen before August 22nd due to an endangered swallow nesting under the bridge.
- e. 2014 Operating Budget – Director Klein asked the Board for direction in preparing a 2014 operating budget. Chairman Karger requested Gerry present a couple of options and Bezucha requested a list of budget assumptions.

6) DISCUSSION AND POSSIBLE ACTION ON PROPOSED 2014 MARATHON COUNTY CIP REQUESTS:

Director Klein presented the Board with an updated list of 2014 CIP Projects for Marathon County. Director Klein explained that some amounts were updated based on new information and the priorities were reset. Some projects that were on the original 2014 request list were postponed to future years. **Bezucha/Wyman moved/seconded** to approve the 2014 Marathon County CIP Project list. **Carried.**

7) NEXT MEETING DATE, TIME, AND LOCATION:

The next meeting is scheduled July 30, 2013 at 11:30a.m. in the City Hall Board Room.

ADJOURN – The meeting was declared adjourned at 1:00 p.m.
/a/ Maryanne Groat, Secretary