

IT STEERING COMMITTEE

MEETING MINUTES

Thursday, August 1, 2013
9:30 a.m.
160 N. Main, 5th Floor
(Mayor's office – large conference room)

The meeting was called to order at 9:30 a.m.

The following members were in attendance: Debra Gates, Donna Russell, Jim Hivner, Gordon Crisp, John Halbert, James Coleman, Gerald Thornton, Quran Folsom, Patrick Lafferty, Van Sturdivant, Joy Touliatos, Bill Powell, Jack Applegate, Larry Scroggs, Dini Malone, Paul Boyd, Gary Cummings, Derrick Mink, Gary Harshman and Chuck Fox

A motion was made to approve the minutes from the May 16, 2013 meetings – all approved.

Review of Juvenile Court contract with Sofotec, Inc. – (Dini Malone, Presenting) The maintenance agree with Sofotec, Inc. for Juvenile Courts database management system has been \$96,000.00 in previous years. Additional reporting and data extract requirements that are anticipated for FY14 will increase the total expenditures to \$130,000.00. After discussion of current and future programming options Debra Gates made a motion to approve the Juvenile Court contract with Sofotec, Inc not to exceed \$130,000.00. Patrick Lafferty seconded and motion passed.

Review of Detention Security Control System – (Dini Malone and Gary Cummings, Presenting) This was a FY13 CIP project that was rolled to this year. The IT Steering Committee was missed in the approval process. Juvenile Court has selected Blackcreek to complete a \$607,832.00 project. The Security Control System operates the doors, elevators, security cameras, lighting and paging system in the detention center. The IT Steering Committee approved the project with a motion by Jim Hivner and a second by Van Sturdivant.

Listing of CIP projects with status – (John Halbert, Reporting) A CIP project list was presented with descriptions and outlining the status of the projects. This was the first draft and John indicated that an additional gantt chart would be included next meeting.

Discussion Annual County Commission Report – (Chuck Fox, Reporting) In preparation for the annual report to the County Commission a committee was established to prepare and make the presentation. Van Sturdivant, Patrick Lafferty, John Halbert, and Jim Hivner volunteered to assist Chuck Fox in preparation of the report.

Shelby County Redaction Committee – (Van Sturdivant, Reporting) The first meeting of the committee will be August 6th to begin developing a solution to the Counties redaction software needs. The committee includes Kevin Key, James Coleman, Tom Leatherwood, Joy Touliatos, Quran Folsom, Donna Russell, Jason Hamm, and Patrick Lafferty.

PCI Committee – (Debra Gates, Reporting) The Trustee's Office is now PCI compliant and the County IT is close to completing their certification as well. Debra noted that all offices that are handling Credit Card transaction must also become certified.

ICJIS Committee - (Bill Powell, Reporting) They are in the process of getting the contracts finalized and then there will be a kick off meeting August 27th to begin the project.

New Business: None

James Coleman moved to adjourn.