

# MINUTES

## IT STEERING COMMITTEE

Meeting: Monday, July 28, 2014  
Time: 9:30 am

### Attendees :

John Halbert  
Joy Touliatos

Dini Malone

Chuck Fox

Van Sturdivant

Gerald Thornton

Derrick Mink

Mike Swift

Eddie Gentry

Ed Raper

Gordon Crisp

Grace Hutchinson

Tony Kizer (for Tom

Needham)

Quran Folsom

Tom Leatherwood

Rod Bowers

Yvonne Madlock

Lee Wessels

Shawn McClure

### Call to Order :

Gordon Crisp, Chairman, called the meeting to order at 9:40 am

### Approval of Minutes :

April Minutes have not been completed

### Sub - Committee Reports:

No Committee Reports

### Election to Fill Remaining Term of Chairman for 2014 :

It was reported that the Executive Committee had met and nominated Gordon Crisp, Vice Chair, to move to Chair for the remaining term due to Jim Hivner's acceptance of Appellate Court Clerk. Motion made by Touliatos and seconded by Fox. The motion carried.

### Health Department's Forensics Medical Management Services Contract :

Yvonne Madlock, Director of Shelby County Health Services, presented. Bids have been requested. A short term, one year, contract for case management and database support was approved. Dollars are already budgeted in FY15 Budget.

### Register's Maintenance Contract :

Tom Leatherwood presented a renewal contract with BIS for \$118,500 for ongoing maintenance and support. The Register's Office has contracted these services since 2001. Jeff Yallope reviewed with Derrick Mink, Administrator - Register's Office and John Halbert, CIO. All agree it doesn't make sense to change at this time. Motion made and seconded. Motion carried. Wants to transition eventually and they can't be competitive with everything.

### High Level Review of IT CIP Projects Statuses:

John Halbert, CIO, presented. A spreadsheet of all the FY2013-2014 Projects was circulated and discussed.

### **Time and Attendance Detail Status :**

Eddie Gentry presented an overview and status report on the Time and Attendance System. The Business Case was circulated and discussed. And it was suggested that a meeting be set up with the vendor.

### **Acceptable Use Policy :**

Shawn McClure presented and circulated the "Information Services' Policies and Procedures - Acceptable Use Policy"

### **New Business :**

A "heads up" for the computer aided Motorola 911 System.

### **Meeting Adjournment :**

A motion was made to adjourn.

Motion seconded, approved and meeting was adjourned.