

## EXECUTIVE COMMITTEE

June 12, 2018

The Executive Committee of the Grant County Board of Supervisors met on Tuesday, June 12, 2018 at 9:00 a.m. in room 266 of the Administration Building, Lancaster, WI.

The meeting was called to order by Chair John Patcle. Other members present were Carol Beals, Mike Lieurance, John Patcle, Gary Ranum, Mark Stead, and Donald Splinter. Therefore a quorum was present. Also in attendance were Shane Drinkwater, Carrie Eastlick, Joyce Roling, Nancy Scott, Tina McDonald, Kristin Schier, Judge Craig Day, Jody Bartels, Carrie Kerstiens, Jack Johnson, David Timmerman, Sheriff Nate Dreckman, Dominic Pagliaro, and Lori Reid.

Notice of the meeting was sent to the media and the agenda was posted in the Administration Building, Courthouse, and on the Grant County website.

Motion by Robert Keeney, seconded by Gary Ranum, to approve the agenda as posted. Motion carried without negative vote.

Motion by Robert Keeney, seconded by Mike Lieurance to approve the minutes of the May 8, 2018 meeting as presented. Motion carried without negative vote.

Judge Craig Day and Kristin Schier answered questions from the Committee regarding the Treatment Court Evaluation.

### Finance

Motion by Mark Stead, seconded by Mike Lieurance to accept the May Treasurer's Report. Motion carried without negative vote.

Motion by Carol Beals, seconded by Mark Stead, to recommend approval of the "Resolution: Authorizing the County Treasurer to Quit Claim Tax Parcels 020-00796-0000, 020-00803-0010, and 020-00813-0010 to the Former Owner". Motion carried without negative vote.

The Committee discussed the 2019 budget and requested department heads look carefully at carryovers and be flexible in using those to best benefit the County as a whole. The Finance Director was requested to develop carryover and fund balance policies.

Motion by Gary Ranum, seconded by Mike Lieurance, to accept the May vouchers. Motion carried without negative vote.

Motion by Mark Stead, seconded by Donald Splinter, to accept the May Revenue/Expenditure Report. Motion carried without negative vote.

Motion by Gary Ranum, seconded by Mike Lieurance to accept the Finance Director's report. Motion carried without negative vote.

### Technology

## County systems review

- a. The Exchange 2007 migration to Exchange 2013 is complete. Expect another migration to occur in December to Exchange 2016.

## System Downtimes

- a. Sheriff Office – 5/20/2018 Due to thin provisioning on the server. A VM (Virtual Machine) ran out of disk. When disk was made available the server resumed operations.
- b. Orchard Manor – 5/30/2018 IT was migrating VMs to a new VMware host. A server migration was started by IT without communicating the down time. Going forward IT will give notifications of our actions with the servers for downtimes.
- c. GIS – we are having issues with stability of the system. We are working with support to discover the root cause of the issues. As a stop gap measure we have limited the GIS systems ability to perform multiple functions at the same time. This does seem to help system stability with the downside of lower system performance.
- d. Administrative Building -- DHCP (Dynamic Host Configuration Protocol) – 6/6/2018 IT started a DHCP server migration only to discover the secondary DHCP server was not functioning properly. Since the issue was discovered after 60 minutes into the migration and only some clients had issues. IT made the decision to finish the migration. All DHCP systems were checked and verified to have the correct settings to avoid the issue encountered.

## Offsite backups

- a. Orchard Manor SQL backups are now being backed up to the local NAS (Network-attached storage) system and then sent to the Administrative Building NAS.
- b. laserfiche backups are now being backed up to the Administrative Building NAS and then replicated to the Sheriff Office NAS.

## Network review

- a. Conservation Sanitation and Zoning is almost complete with a new fiber optic circuit. We are waiting for the vendor to complete the install.
- b. We are still gathering statistics on general network performance and usage.
- c. We are moving our VMs to new VMware hosts at the Administrative Building and Orchard Manor.
  - a. Orchard Manor has 1 VM left to migrate.
  - b. Administrative Building is about 1/3 third complete.

## Security review

- a. All laptops going to the health department will now be encrypted.
- b. Our first updated firewall will be installed at Conservation, Sanitation and Zoning once the vender has given us the go ahead to start using the circuit.

- c. The webproxy project has been put on hold due to a greater need for secure VPN system.
- d. The new VPN system
  - a. Will be replacing an already EOL (End Of Life) system.
  - b. The system uses double the encryption strength then mandated by the HIPPA standard.
  - c. Support for high availability. IT plans to use HA (High Availability) at the new LEC Building.
  - d. The VPN (Virtual Private Network) system is compatible with a large number of devices.
  - e. VPN system has three initial applications
    - i. Remote workers connecting in from remote systems.
    - ii. The Sheriff office has requested connectivity for local law enforcement to the Zuercher system.
    - iii. Site to site VPNs to interconnect sites like Conservation, Sanitation and Zoning to AD building.

#### New building

- a. Working with Mead and Hunt to
  - a. Define the needed circuit capacities for each IT room.
  - b. Change requests will be issued for the changes to power and IT equipment except for the radio room. The power loads in the radio room are still unknown and will be evaluated once known.
- b. Reviewing the 911 configuration for the new building. We will be working on how to make the system more resilient to issues.

The motion was made to accept the IT Director's report by Mark Stead, seconded by Robert Keeney. Motion carried without negative vote.

#### **\*\*Notes**

*Thin Provisioning : In computing, **thin provisioning** involves using virtualization technology to give the appearance of having more physical resources than are actually available.*

*DHCP : The **Dynamic Host Configuration Protocol (DHCP)** is a network management protocol used on UDP/IP networks whereby a DHCP server dynamically assigns an IP address and other network configuration parameters to each device on a network so they can communicate with other IP networks.*

***Network-attached storage (NAS)** is a file-level computer data storage server connected to a computer network providing data access to a heterogeneous group of clients.*

*A **virtual private network (VPN)** extends a private network across a public network, and enables users to send and receive data across shared or public networks as if their computing devices were directly connected to the private network.*

Employee Relations

Staffing Update: Current staffing figures as of June 9, 2018, are as follows:

|                           |     |
|---------------------------|-----|
| Full time Benefit         | 289 |
| Regular Part time Benefit | 82  |
| Part time                 | 80  |
| Limited term and seasonal | 82  |
| TOTAL                     | 533 |

Nate Dreckman, Dominic Pagliaro, and Jack Johnson, presented the request for two Corporal Jail positions and three additional Jailers at a fiscal impact of approximately \$315,000 for 2019. The staffing level is a reflection of the recommendation from the state with regards to the increased beds and the way the operations will change with the new facility. In addition, being properly staffed will reduce liability of being understaffed, while making it a safer environment. One of the goals is to reduce recidivism and with the additional staff, they will be able to offer more rehab programs. To offset the fiscal impact, it is anticipated that the current overtime budget will be reduced by \$75,000, and by housing Department of Corrections and state inmates will increase revenue by \$50,000 in 2019. Within a couple of years, it is anticipated that the cost of the positions will be cost neutral.

Gary Ranum, seconded by Mike Lieurance, moved to approve the requested positions and work them into the 2019 budget with the potential contracting funds and the savings in overtime. Roll Call Vote resulted in a carried motion.

| Roll Call Vote | Yes | No |
|----------------|-----|----|
| Gary Ranum     | X   |    |
| Mark Stead     |     | X  |
| Mike Lieurance | X   |    |
| Carol Beals    | X   |    |
| Don Splinter   |     | X  |
| Robert Keeney  | X   |    |
| John Patcle    |     |    |

Carol Beals, seconded by Gary Ranum, moved to review and report to the Executive Committee the fiscal impact breakdown of these positions mid-year in 2020 to see where we are at as far as being cost neutral. Motion carried without negative vote.

Gary Ranum discussed the CJCC Coordinator position. Kristin Schier, Treatment Court Coordinator, has been doing the duties at approximately 10 hours per month. The TAD Grant for the Treatment Court Program has agreed to cover the cost for the remainder of 2018. However, the county will need to fund the 10 hours per month starting January 2019. Kristin Schier is willing to continue this on top of her Treatment Court Program duties as long as the county funds it. She may need to have part time help in the future. Mark Stead, seconded by Robert Keeney, moved to approve up to 120 hours per year for the CJCC Coordinator position effective 1/1/2019. Motion carried without negative vote.

Joyce Roling gave the Personnel Director's report. Don Splinter, seconded by Mike Lieurance, moved to approve the Personnel Director's report. Motion carried without negative vote.

The committee thanked Dawn Mergen for the nice job with putting the quarterly County newsletter, The Communicator, together. Gary suggested we recognize her time and hard work by listing her name as Editor on the newsletter.

Mark Stead, seconded by Don Splinter, moved to adjourn to June 19, 2018, at 9:30 a.m. prior to the County Board meeting, and then July 10, 2018 at 9:00 a.m. Motion carried without negative vote.