



POLK COUNTY, WISCONSIN

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AGENDA AND NOTICE OF MEETING

GENERAL GOVERNMENT COMMITTEE

Government Center
 County Board Room
 Balsam Lake, WI 54810
 Thursday, May 14th, 2015 10:00 a.m.

Purpose: Review and Action on selected items as listed below
Documents: Minutes of April 9th, 2015 and monthly reports

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda Approval of minutes for April 9 th , 2015	
Public comment	
New business	
<ol style="list-style-type: none"> 1. Questions on issues as contained in written monthly reports 2. Review and discuss directive provided by Resolution 07-15. Pre-requisite reading is Resolution 07-15 and pages 4-32 of "Annual Operating and Capital Budget, 2015." 3. Review, discuss and act on expenditures in Account 51110 authorized by Wisconsin Statute 59.10 (3) and "Polk County Board of Supervisors, Rules of Order" Article 9. 4. Review, discuss and possibly act on CliftonLarsonAllen letter dated February 19, 2015 and rewrite of Policy 908, Cash Handling Policy. 5. Review, discuss and possibly act on charge from County Board "undertake and review of the structure of the County Board standing committees and to provide recommendations for modification" of standing committees. 	Committee Chair

6. Review, discuss and act on expenditures in Account 51110 as presented in 2014 and 2015 spread sheets.	Supervisor Hallberg/ Chair
Future agenda items: May 21 st , 2015	Committee members
Adjourn	

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential



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INFORMATION TECHNOLOGY DEPARTMENT

Todd Demers, Director of Information Technology
100 Polk Plaza, Suite 205, Balsam Lake, WI 54810
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Monthly Report, April 2015

Network Security

Current

- Drafted a training manual to be used by all department when performing security awareness training
- Completed the language to the security manual based off of the 51 county HIPAA policies
- Working on rebuilding our Intranet Site to include the new Security Manual and Security Awareness training

Upcoming

- Set up a train-the-training model to deploy privacy training for all covered entities within the county campus (May)
- Set up new security scanning software, network management monitoring and system event monitoring tools (May)

Technical Support

Current

- Worked closely with Law Enforcement to advance their data radio technologies to wireless broadband
- Troubleshoot performance issues with event logging and audit monitoring software (stability issues)
- Continue upgrading computers from XP/2003 to Win7 -- Servers from 2005 to 2008R2/2012R2

Upcoming

- Continue to upgrade computers to Win7 + (April – June)
- Continue working with project installations in law enforcement - (April - September)
- Create a project management tool to monitor status and costs of each project

Network Administration

Current

- Had to modify upgrades to Exchange 2010+. Working on mailbox cleanup and tweaks.

- Continue to analyze Internet connections and research our advancement options (increase bandwidth)

Upcoming

- Updating all network and application schematics for proper management and effective security. (April - September)
- Continue removing some old computers that are not compatible with Win7 (April – June)

Programming & Analysis

Current

- Completed initial install of the WISSIS 14 upgrade for human services – normal succession of client software
- Completed the upgrade of SQL servers from versions 2005 to versions 2012 +
- Nearly completed the programming of the project status tool as stated in Technical Support issue above

Upcoming

- Continue research for the advancement of policies and procedures for social networking (May)

Programs implemented by this department and related goals:

1. Network Security: Ensure that protected health information of our clients and employees is managed consistent with federal guidelines.
2. Technical support: Provide professional technical support to all departments and work to reduce the cost of equipment and energy to operate.
3. Network administration: Provide a high-speed and secure network to meet new demands.
4. Programming and analysis: Improve efficiency and effectiveness of government through software solutions.



MINUTES

General Government Committee

County Board Room
Balsam Lake, WI 54810
10:00 a.m., Thursday, May 14th, 2015

Meeting called to order by Committee Chair Sample @ 10:00 AM.

Members present

Attendee Name	Title	Status
Ken Sample	Chair	Present
Russ Arcand	Vice Chair	Present
Larry Jepsen	Supervisor	Present
Josh Hallberg	Supervisor	Present
Pat Schmidt	Supervisor	Present

Also present Tammy Peterson, Executive Secretary and Andrea Jerrick, Employee Relations Director

Approval of Agenda- Chairman Sample called for a motion to approve agenda with item #4 postponed, item #5 stand alone and items # 2, 3, and 6 blends together. **Motion** (Schmidt/ Jepsen) to approve agenda with the changes. Motion carried.

Approval of Minutes- Chairman called for a motion to approve the minutes of the April 9th, 2015. **Motion** (Jepsen/ Hallberg) to approve minutes. Motion carried.

Public Comment None

New Business

Chair Ken Sample asked if anyone had questions contained in the monthly report, none asked.

The committee reviewed and discussed the directive provided by Resolution 07-15 and pages 4 through 32 of the Annual Operating and Capital Budget, 2015.

Also reviewed and discussed were expenditures on account number 51110 authorized by Wisconsin Statute 59.10 (3) and "Polk County Board of Supervisors, Rules of Order" Article 9.

After discussion the committee will produce a draft form for standing and non-standing affiliates at the May 21st, 2015 meeting for review. The committee requested Maggie Wickre, Finance manager to be present at meeting with 2015 Year to date actuals.

The committee reviewed and discussed the structure of the County Board standing committees.

Future items: The next meeting will be May 21st, 2015@ 10:00AM. The committee will continue to Review the subjects above.

In June Review, discuss and possibly act on CliftonLarsonAllen letter dated February 19, 2015 and rewrite of Policy 908, Cash Handling Policy.

Adjourn - Motion (Hallberg/Jepsen) to adjourn. Meeting adjourned 12:37 p.m.