

**COMMISSIONERS' MINUTES
KITITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING**

Monday

11:00 am

May 12, 2014

Board members present: Chair Paul Jewell, Vice-Chair Gary Berndt, and Commissioner Obie O'Brien

Others: Jim Goeben, IT Director

Regular Meeting

Commissioners

Call to Order: 11:00 AM

Armory technology update

Mr. Goeben updated the Board:

- IT was given access to the Armory on 5/8. Installation and configuration of the network equipment and I-Net is ongoing and is expected to be completed 5/16. The audio equipment has been purchased and installed, and the vendor will configure it. IT has asked Patti Johnson that IT be included in any AV training.
- Previous IT estimate for KVEC network equipment and BOCC audio equipment was \$10,000 - \$15,000. IT has spent \$13,956 and will submit a budget amendment when the project is complete.

Board Direction: None.

Cle Elum agreement for technology services

The commissioners did not receive the Interlocal draft in the agenda software. Mr. Goeben updated the Board:

- The scope of work section was updated by Deputy Prosecutor Michael Nigrey per the Board's request. He also edited the payment and insurance sections, and added a warranty section.
- The agreement was sent to the City of Cle Elum for their review.

Board Direction: The board instructed Mr. Goeben to email them a copy of the Interlocal Agreement.

Enterprise Content Management (Records Management) software update

Mr. Goeben updated the Board:

- The Records Management Committee sent questions to two vendors (Laserfiche and OnBase) for the ECM software. The ECM subcommittee reviewed the answers and sent follow-up questions.
- The committee will schedule site visits to view the software.

Board Direction: None.

APPROVED

5-20-14

Permitting software update

Mr. Goeben updated the Board:

- A software review committee has been formed with sponsors and team members from Information Technology, Community Development, Public Works, Public Health, and the Auditor's office.
- Due to team availability (LEAN and ACCIS meetings), the committee has not met yet. It is scheduled to meet on Thursday, 5/15.
- The committee will focus on what is required for a permitting application and what is needed to replace the current software.

Board Direction: None

Public Records Request statistics online

Mr. Goeben presented to the Board Commissioner O'Brien's request to post a running report of the hours spent (cost) on public disclosure requests. There was discussion about the quantity of hours and the accuracy of the entries in the tracking software.

Board Direction: The board chose not to publish the information at this time and requested a periodic review of the information, including the number of requests for each period.

Microsoft Windows XP upgrade project

Mr. Goeben updated the Board:

- All non-Sheriff computers have been migrated off Windows XP. Only Sheriff's vehicles and one laptop continue running Windows XP.
- Sheriff LE Technologist has been asked to have web browsing limited in the vehicles.
- Sheriff LE Technologist is in the process of sending the vehicle terminals to the vendor to have the RAM upgraded from 2 to 4 MG and the OS upgraded to Windows 7.

Board Direction: None.

Other business

- IT continues to work with Noel Communications and Level 3 for accessing the fibers granted in the franchise agreement between Kittitas County and Level 3.
- IT is looking into an Interlocal Agreement to provide email and web hosting services to Kittcom.
- Encrypted switches need to be purchased for locations accessing criminal justice information. Cost and funding to be determined.

Adjourned: 12:05 PM

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

Jim Goeben

Paul Jewell, Chairman