

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

WEDNESDAY, FEBRUARY 1, 2023

4:00 P.M.

MINUTES

MEMBERS PRESENT: Commissioners Brian Droscha, Barbara Rogers, Frank Holmes, Jacob Toomey, Brandon Haskell, Mark Mudry and Scott Hansen.

ALSO PRESENT: Eric Daley, Nathan Nighbert, Claudine Williams, Elizabeth Walby and Controller Connie Sobie.

The February 1, 2023 regular meeting of the Information Technology and Communication Committee was called to order at 4:00 p.m. by Chairperson Droscha.

The Pledge of Allegiance was given by all.

Commissioner Rogers moved the addition to Item #10 Miscellaneous – Updated Incident Response Plan. Seconded by Commissioner Haskell. Carried unanimously.

There was no public comment.

Technology Services Director Eric Daley provided a broadband project update. He stated ACD.net had officially submitted the registration for the Realizing Opportunities with Broadband Infrastructure Networks (ROBIN) grant application. ACD.net is currently reviewing all site address point data provided by FCC. There are roughly 2300 address validations checks being performed with the defined project area. Technology Services is also going through the dataset and will provide their findings to FCC directly. There is no set date of when the new data will be released, but the current data set will be included and updated at the next rollout. The data currently provided by the FCC is from June 2022. Data is provided from various sources, including the State of Michigan, internet service providers and various Federal sources. Some of the data matched perfectly, but a small percentage did not match up. These changes will be corrected and submitted to the FCC to consideration and inclusion of the next FCC data release. The ROBIN grant work submissions need to be completed by the end of 2026. The proposed project for ACD.net will be approximately two years until completion.

The Eaton County Broadband Action Team will be meeting Monday, February 6, 2023 at 2:00 p.m. at which ACD.net will give a full report of their progress.

Community Development Director Claudine Williams stated that Eaton Regional Educational School Association (RESA) has offered facility meeting space to the Michigan High-Speed Internet Office (MIHI) without cost. MIHI will be holding listening tour meetings throughout the community to determine priorities of allocation for the 1.6 billion dollars projected to be available for broadband services through the BEAD federal broadband grant. Forty meetings will be held over the several communities in order to provide residents with convenient meeting

locations. The first local meeting will be held at Eaton RESA on February 28, 2023 from 5:30 p.m. to 7:30 p.m.

Director Daley discussed proposed Board Room technology additions. Mr. Daley met with vendor Third Coast Technology, to review the current technology and discuss future updates to. Discussion held.

Controller Sobie suggested the change from Zoom to YouTube for Board meeting usage. She noted that using YouTube would allow meetings to be streamed, recorded and allow for meeting storage for future reference. The public would have easier viewing access to County meetings.

Mr. Daley discussed other technology projects updates. A phone hardware update has been planned since June 2022. The units have been on backorder and are now scheduled to be delivered by the end of February.

The Public Safety firewall project is underway. The first firewall has been installed with the second one slated to be installed on February 13th. Supply chains shortages are still a factor in the planning of these projects.

The Public Defender's office conference room audio and video improvements were completed in January.

This month, display screens and monitors were installed in all of the Court deliberation rooms. The additional monitors were necessary due to the large amount of case videos for viewing.

Mr. Daley gave an overview of the 13 positions in the Technology Services Department. These positions are: Director; Deputy Director; three Network Administrators to handle the servers and network security; three technical services field specialists, (working on scanners, computers, hardware and liaison to third-party software providers); and one PC technician for prepping and rolling out computers to departments and installing updates. They also have a Technical Services Specialist, Liz Walby, as well as one intern position which is vacant. The department has two GIS Administrators for mapping and Public Safety mapping and operations.

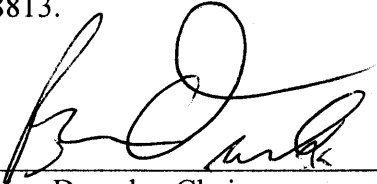
Mr. Daley spoke regarding the County's Incident Response Plan. Any changes need to be brought before the Board for approval. There is a need for changes on page 12, Appendix A – Core Group Contacts due to staffing changes in Controllers Office and the Technology Services Department. The previous document listed contacts by position instead of by name. It was advised during a recent audit meeting that the listing should be more specific. Commissioner Toomey moved to acknowledge and support the changes in the document. Seconded by Commissioner Haskell. Motion carried unanimously.

There was no public comment.

Commissioner Haskell motioned to adjourn. Seconded by Commissioner Rogers.

Chairperson Droscha adjourned the meeting at 4:28 p.m.

The next regularly scheduled meeting of the Information Technology & Communication Committee will be held on Wednesday, March, 1, 2023 at 4:00 p.m., in the Board of Commissioner Room of the Courthouse located at 1045 Independence Blvd, Charlotte, MI 48813.

A handwritten signature in black ink, appearing to read 'Brian Droscha', written over a horizontal line.

Brian Droscha, Chairperson