

Information Services Policy Committee
Thursday, November 12, 2015, 1:00 PM
Room 214, City County Building

Meeting Minutes

ISPC members in attendance: Steve Hubka, Dennis Meyer, Jane Raybould and Todd Wiltgen. Information Services staff members in attendance: Jim Anderson, Craig Gifford and Jeff McReynolds.

Wiltgen called the meeting to order at approximately 1:05.

Wiltgen called attention to the Open Meeting Act information posted in the room.

There was no public comment.

Hubka moved approval of the October 8, 2015 minutes; Raybould seconded. Approved on voice vote.

Henderson reported that the Information Services fund balance was \$1,661,126 as of Thursday morning. He did mention that the balance remains above the 60 day balance, but lower than a 90 day balance.

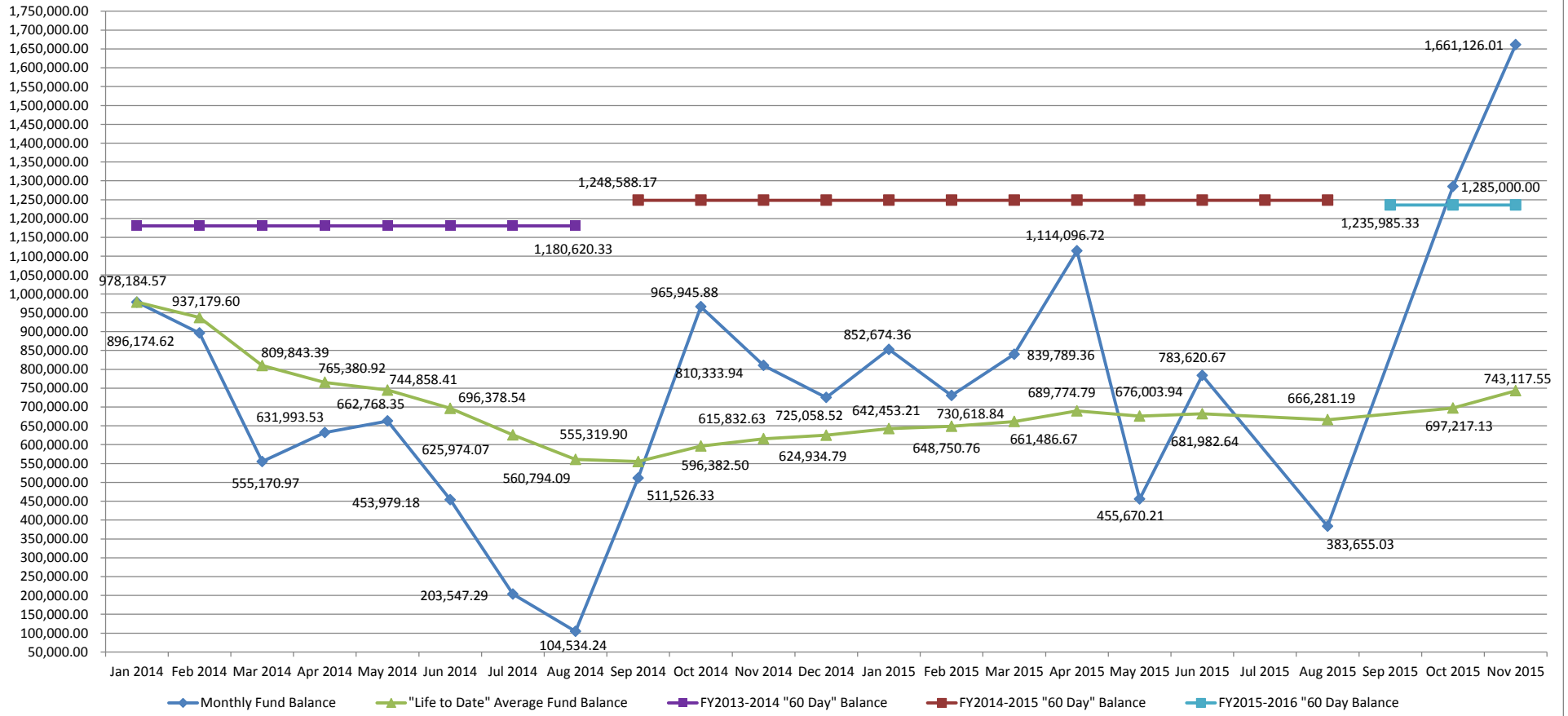
Anderson discussed the Systems Development status report. A copy of his report is included later in these minutes. Highlights of the report include the provision of 1095-C forms to employees, the upcoming County JDE upgrade, the HP Records Manager (TRIM) upgrade, the Parks and Recreation Facilities Reservation system and Time Entry system. Todd discussed the new Records Manager position in the County Clerk's office.

Gifford discussed some of the ongoing work about investigating a data center move, including the possible options of MSC, NCC and LES. Hubka did mention that the StarTran grant was declined, so one of the pressures about moving may not be as immediate. The Novell migration is down to 911 and the Radio Shop. The Public Works server virtualization project continues. He also mentioned the significant power outage at the State over the past weekend.

McReynolds discussed the GIS status report. A copy of his report is included later in these minutes. He talked about the pending GIS Enterprise Agreement and some of its implications on the existing GIS infrastructure. He mentioned the upcoming THIRA event involving the Emergency Operations Center and several other organizations. He also spoke about the USGS 3DEP grant opportunity and the upcoming aerial imagery refresh in conjunction with the NIROC project. Last, McReynolds spoke about a drone working group that is meeting for the first time later yet this afternoon. Todd mentioned the pending 2020 census and related sources of data – MAPA, the State, and the city.

With no further business to conduct, Wiltgen adjourned the meeting at approximately 1:54.

Information Services Fund Balance - January, 2014 to Present



INTER-OFFICE MEMO

TO: Information Services Policy Committee
FROM: Jim Anderson, Systems Coordinator, Information Services
DATE: November 12, 2015
SUBJECT: Monthly Report

SYSTEMS DEVELOPMENT PROJECTS

1. City/County Payroll/HR –

August - As part of the Affordable Care Act, the City and County will be required to provide employees with a form 1095-C this year along with transmitting this data to the IRS. This functionality is not included with the current HR software.

October - Information Services is developing a process to join HR employee data with the Blue Cross/Blue Shield insurance data. An additional rider will need to be added to the Empower contract in order to utilize Empower to provide this service.

November – After additional investigation, JAT Software was selected as the vendor to provide 1095C services. A Master Services Agreement has been signed with Human Resources. Information Services will assist in this process by supplying the data file of employee information to be printed by JAT Software. Human Resources will be responsible for any corrections/reprints of 1095C forms.

2. County EnterpriseOne 8.12 to 9.1 Upgrade –

August - The RFP for an upgrade of the County EnterpriseOne financial system closed on July 15th and the three proposals received have been reviewed. Subsequent conference calls were held with each vendor to refine the proposals which will result in revised proposals by each vendor. The revised proposals are due by noon on August 14th.

October – The revised proposals have been reviewed, along with hosting proposals that were provided by each vendor. An additional meeting will be held to select the vendor to provide upgrade services. Purchase has stated that a decision will be made by the end of October.

November – A vendor has been selected for the upgrade and the contract is moving forward for County Board approval. Functional work is tentatively scheduled to begin in February with the possibility of technical work beginning in January.

3. HP TRIM Records Management System upgrade:

October – An initial proposal has been received to upgrade from HP TRIM 7.1 to HP Records Manager 8.0. At the direction of the County, work to proceed with the upgrade will begin.

November – The contract for the upgrade has been approved. A kick-off meeting is scheduled for November 30th.

4. Future Projects –

Parks & Rec Facilities Reservation: An enhancement to the Parks & Rec PROCTOR application will be made to allow citizens to reserve Parks & Rec facilities online.

Parks & Rec Time Entry: A Time Entry systems similar to the one utilized by Information Services will be developed for use by Parks and Rec.

MEMORANDUM

To: I.S.P.C. Chair
From: Jeff McReynolds, GIS Program Manager
Date: January 13, 2016
Subject: GIS Report to I.S.P.C

PROJECTS:

- ESRI Enterprise License Agreement (ELA)
 - Handout
 - Nov. 16 – first reading
 - Nov. 23 – action
 - 4yr cost - \$731,500
- THIRA (Threat and Hazard Identification and Risk Assessment) Event
 - Nov. 18 @ Memorial Stadium
 - Heavy GIS usage
- USGS 3DEP Grant Opportunity
 - Elevation update for Lancaster County
 - Up to 50% funding by USGS
 - Approximate cost - \$140k
- Aerial Update
 - March\April 2016
 - MAPA MOU coming soon
 - Approximate cost \$420k
- Drone Working Group
 - Attendees
 - City Law
 - Public Works
 - Building & Safety
 - Parks & Rec
 - GIS
 - LF&R
 - LPD
 - Traffic