

**MINUTES**  
**THURSDAY, JANUARY 07, 2021**  
**TECHNOLOGY SERVICES COMMITTEE**  
**OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**COURTHOUSE BUILDING "C" ROOM #2119**  
**301 WASHINGTON ST., OCONTO WI 54153**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)  
*(Draft minutes, not yet approved)*

COMMITTEE PRESENT: Greg Sekela, Guy Gooding, Dick Doeren, David Parmentier

COMMITTEE ABSENT: Gary Frank

OTHERS PRESENT: Wayne Sleeter, Technology Services Director; Ashley Schaefer, Technology Support Specialist; James Larson, Client Tech 1; Kevin Hamann, County Administrator; Paul Bednarik, County Board Chair

TIME MEETING BEGAN: 9:00 a.m.

**1. Approval of Agenda**

**A. Change of Sequence** – none.

**B. Removal of Items** – none

Motion by Doeren/Parmentier to approve the agenda as presented. The motion was voted on and carried.

**2. Approval of Minutes of Previous Meeting held December 03, 2020**

Motion by Parmentier/Doeren to approve the December 03, 2020 minutes. The motion was voted on and carried.

**3. Communications** – none.

**4. Meet with Technology Services Director**

**A. Update on Fortinet Firewall Project**

Sleeter presented a diagram of the county network and highlighted the new devices. He has asked department heads to let him know what applications their users utilize so that they can be tested after the switch. Sleeter expects that some applications will be missed as some are only accessed once a year.

Discussion followed. Informational only, no formal action taken.

**B. Discuss Data Center AC Backup**

Sleeter reported that the mobile backup can not be used and he is looking into selling the unit. Discussion followed. Committee asked Sleeter to talk with department heads to see if any other department may have a need of the unit before selling it. Sleeter stated that for now we are sticking with the current 2 working backups for the data Center. The data center also has sensors that alert TS to things like temperature, water, and smoke. Informational only, no formal action taken.

**C. Discuss Email Phishing Training**

Sleeter showed a demo to the committee of the product Knowbe4. This software is used to send phishing emails to county employees in order to train them on identifying suspicious emails. Sleeter was able to show the committee the current results of some of the emails that have already been sent out. Discussion Followed. Informational only, no formal action taken.

**D. Update on S2 Door Access/Panic Button System**

Sleeter reported that the system will be upgraded and each DHHS office will have its own panic button set up. TS will need to work with maintenance to get the set up completed. Discussion Followed. Informational only, no formal action taken.

**E. Discuss Open Records Request**

Sleeter reported that he had previously completed an open records request, however there had been an issue because the request had not gone through the proper channels, so Sleeter had to go back and collect more records for the request. Discussion followed. Informational only, no formal action taken.

**F. Updated on New View HVAC System**

Sleeter reported that the new server is ready set up and everything should be good to go for installation. Sleeter will get an update for the next meeting. Discussion Followed. Informational only, no formal action taken.

**G. Update on IP Radio Project**

Sleeter reported that he went to a meeting with Bertram. Currently the county is looking at leasing 3 towers from Bertram and will be meeting again on January 20<sup>th</sup> to look at proposals. Discussion Followed. Sleeter stated he is still looking at different options in order to keep the project on budget. Sleeter also reported that new dispatch consols have already been ordered and will be installed in Feb/March. The decision was also made to move all of the radio equipment into one location. A room in the old jail will be utilized and become the new radio room. Informational only, no formal action taken.

**H. Update on New View Generator**

Sleeter reported that after the last committee meeting, he found out that the brand of generator that had been approved (Briggs & Stratton) was filing for bankruptcy. Sleeter contacted the bidder about changing to a different brand (Kohler). Sleeter then went to the County Board meeting, explained what had been approved and what had happened since and received approval from Board to go ahead and purchase the Kohler Generator instead without having to go through a new bidding process. Informational only, no formal action taken.

**I. Update on Spillman Heat Mapping Project**

Sleeter reported that the products has been installed. Sheriff Department is currently working on configurations and procedures. Informational only, no formal action taken.

**5. Discuss Paperless Project**

Sleeter discussed the sync issues the committee had and that it was due to the firewall. The issue should be fixed and Larson from TS will be contacting the committee members to ensure they can retrieve their documents. The plan is to keep the TS committee testing the tablets for 2-3 more months before issuing them out to the rest of the county board members. Discussion followed. Informational only, no formal action taken.

**6. Approve TS Computer Policy Handbook**

Sleeter handed out a copy of the updated TS Policy Handbook. Discussion followed. Sleeter reported that TS has a few standalone policies that are not currently in the handbook and asked if they should be included. Sleeter will be adding in the extra policies along with a new policy that would allow the county to charge employees for lost equipment such as lost laptop chargers. He will bring back the updated handbook to the next committee meeting for final approval. Informational only, no formal action taken.

**7. Approve TS Budget Carryover Request**

Sleeter requested the current leftover money, approx. \$15,000, in accounts 52141, 52142, and 52110 be carried over into 2021. After doing a security audit in 2020, it was found that the county needs to replace its remote access software called Teamviewer, to a new software that is fips 140-2 compliant. The cost is approx. \$15,000 and is not something that was budgeted for in 2021. Discussion Followed. Motion by Gooding/Parmentier to approve the budget carryover of the accounts 52141, 52142, and 52110 to purchase new remote access software. The motion was voted on and carried.

**8. Announcements /General Information** – Doeren asked about the status of the postage machine that is used in UWX. Sleeter reported that the issue had been fixed and the new machine is now up and running.

**9. Set Next Meeting Dates**

Next meeting set for February 11, 2021 at 9:00 a.m.

**10. Adjournment**

Chair Sekela declared the meeting adjourned at 10:20 a.m.

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Ashley Schaefer, Recorder

Posted 1-12-2021