

**MINUTES**  
**THURSDAY, APRIL 07, 2022**  
**TECHNOLOGY SERVICES COMMITTEE**  
**OF OCONTO COUNTY BOARD OF SUPERVISORS**  
**COURTHOUSE BUILDING A – 3<sup>RD</sup> FLOOR – ROOM #3041**  
**301 WASHINGTON ST., OCONTO WI 54153**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)  
(Draft minutes, not yet approved)

COMMITTEE PRESENT: Gary Frank, Greg Sekela, Dave Parmentier

COMMITTEE ABSENT: Guy Gooding

OTHERS PRESENT: Wayne Sleeter, Technology Services Director; Ashley Schaefer, Technology Support Specialist; Randy Zingler, Astrea representative

TIME MEETING BEGAN: 10:00 a.m.

**1. Approval of Agenda**

**A. Change of Sequence** – None

**B. Removal of Items** – None

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

**2. Approval of Minutes of Previous Meeting held February 3, 2022**

Motion by Frank/Parmentier to approve the February 3, 2022 minutes. The motion was voted on and carried.

**3. Communications** – None.

**4. Meet with TS Director**

**A. Update on IP Radio Project**

Sleeter discussed updates and thoughts on the bids that were received. Sleeter handed out a map which lists all the current fiber locations and towers. Overall bids came in slightly higher than expected. Sleeter stated that multiple options are being looked including the possible use of microwave since fiber costs came in higher. Sleeter hopes to have a plan to present to County Board in May. Discussion followed. Informational only, no formal action taken.

**B. Update on County Fiber Projects**

Sleeter stated that the fiber from the courthouse to Hwy 41 has been installed and the project will be complete tomorrow if the final terminations go well today. This will connect Oconto County to Marinette County and Wiscnet. All other final setup will be complete by the next committee meeting. Discussion followed. Informational only, no formal action taken.

**C. Update on County Board Room**

Sleeter reported that the electronics are still on backorder but hopefully will be installed in June. Discussion followed. Informational only, no formal action taken.

**D. Update on VOIP Upgrade Project**

Sleeter reported that we are about ¼ of the way through updating the phone system. Expect project to be complete in May or June. Discussion followed. Informational only, no formal action taken.

**E. Discuss Office 365 and SharePoint**

Sleeter reported that the county Administrator is wanting to move forward with transitioning the county to Office 365. Sleeter has started by getting information and pricing from vendors. Discussion followed. Informational only, no formal action taken.

**F. Update on Court Rooms Project**

Sleeter reported that it is expected to cost \$40,000 to set up the family courtroom so that is set the same as the other courtrooms. This will allow the family courtroom to be used as a backup to courtrooms A & B. Sleeter also mentioned that there has been connection issues in the courtrooms. TS is working on fixing the issues and is looking at adding more conduit under the courtroom floors. Informational only, no formal action taken.

**G. Update on Maintenance Support Tickets**

Sleeter reported that the Maintenance Department is getting set up in the ticketing system so that users will be able to put in maintenance requests online similar to how TS requests are submitted, instead of submitting paper forms. Informational only, no formal action taken.

**H. Discuss Fire Departments on Spillman**

Sleeter reported that Liz has been working with the fire departments to get them trained on the different Spillman modules. Discussion followed. Informational only, no formal action taken.

**I. Discuss Culvert and Sign Management**

Sleeter reported that he went with Kevin Dolata to a convention where they met with a vendor who has a sign management software that can integrate with GIS. A demo will be scheduled to look at the software. Discussion followed. Informational only, no formal action taken.

**J. Discuss ocontocountywi.gov Domain**

Sleeter reported that we received the ocontocountywi.gov domain and he will begin migrating from our current domain to the new one. This project will take a while as it effects a large amount of applications. Discussion followed. Informational only, no formal action taken.

**K. Update on Surface Pro County Board Devices**

Sleeter reported that TS has been working on getting all the surface pro devices and ready for the new board. Discussion followed. Informational only, no formal action taken.

**L. Discuss Open Meetings voting Software**

Sleeter reported that the new software is replacing the old voting software and is planned to be ready for the first county board meeting. Discussion followed. Informational only, no formal action taken.

**5. Discuss Technology Services Annual Report**

Sleeter handed out a copy of the TS Annual Report to committee members. Sleeter then reviewed the report with the committee. Sleeter also handed out a copy of a letter that was sent out to local municipalities to get info and gage the interest that may be present in the municipalities receiving IT support from Oconto County. Discussion Followed. Motion by Frank/Parmentier to approve the TS Annual Report and send it to County Board. The motion was voted on and carried.

**6. Discuss TS Staffing**

Sleeter reported that Ashley has submitted her resignation. Sleeter has been updating the current job description and hopes to post the position soon. Discussion followed. Informational only, no formal action taken.

**7. Announcements /General Information – none.**

**8. Set Next Meeting Dates**

Because of the new board and committee restructure, the next meeting is looking to be held on May 4<sup>th</sup>, 2022 at 1pm. Meeting date is not confirmed yet. New committee will be notified of date and date will be posted online. Discussion followed.

**9. Adjournment**

Committee Chair Sekela declared the meeting adjourned at 10:53 a.m.

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Ashley Schaefer, Recorder

Posted 4-14-2022