

**Finance/Admin Leadership Group**  
**E-minutes**  
**04/16/2020**

**From:** McKenna, Janette M

**Sent:** Thursday, April 16, 2020 1:27 PM

**To:** Sonkiss, Lynn C <[sonkissl@oakgov.com](mailto:sonkissl@oakgov.com)>; Birkle, Todd T <[birklet@oakgov.com](mailto:birklet@oakgov.com)>; Chamberlin, Lauren C <[chamberlinl@oakgov.com](mailto:chamberlinl@oakgov.com)>; Davis, Patricia G <[davisp@oakgov.com](mailto:davisp@oakgov.com)>; DeFoe, Jody M <[defoej@oakgov.com](mailto:defoej@oakgov.com)>; Guzzy, Scott N <[guzzys@oakgov.com](mailto:guzzys@oakgov.com)>; Hardesty, Thomas G <[hardestyt@oakgov.com](mailto:hardestyt@oakgov.com)>; Hunter, Daniel P <[hunterd@oakgov.com](mailto:hunterd@oakgov.com)>; Meiers, Terri A <[meierst@oakgov.com](mailto:meierst@oakgov.com)>; Robbins, Allan L <[robbinsa@oakgov.com](mailto:robbinsa@oakgov.com)>; Scheid, Kevin M <[scheidk@oakgov.com](mailto:scheidk@oakgov.com)>; Shortley, Joellen <[shortleyj@oakgov.com](mailto:shortleyj@oakgov.com)>; Slosson, Kristy R <[slossonk@oakgov.com](mailto:slossonk@oakgov.com)>; Stafford, Leigh-Anne <[staffordl@oakgov.com](mailto:staffordl@oakgov.com)>; Ward, Christopher C <[wardcc@oakgov.com](mailto:wardcc@oakgov.com)>; Weipert, Pamela L <[weipertp@oakgov.com](mailto:weipertp@oakgov.com)>; Winter, Barbara H <[winterb@oakgov.com](mailto:winterb@oakgov.com)>; Wootten, Garth E <[wootteng@oakgov.com](mailto:wootteng@oakgov.com)>; Stoddard, Sara D <[stoddards@oakgov.com](mailto:stoddards@oakgov.com)>

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**Subject:** RE: Finance Admin Leadership Group - E-Vote

All Finance Admin Leadership Group Representatives responded approving the projects on the list to be sized. Thanks

**From:** McKenna, Janette M

**Sent:** Thursday, March 26, 2020 5:28 PM

**To:** Sonkiss, Lynn C <[sonkissl@oakgov.com](mailto:sonkissl@oakgov.com)>; Birkle, Todd T <[birklet@oakgov.com](mailto:birklet@oakgov.com)>; Chamberlin, Lauren C <[chamberlinl@oakgov.com](mailto:chamberlinl@oakgov.com)>; Davis, Patricia G <[davisp@oakgov.com](mailto:davisp@oakgov.com)>; DeFoe, Jody M <[defoej@oakgov.com](mailto:defoej@oakgov.com)>; Guzzy, Scott N <[guzzys@oakgov.com](mailto:guzzys@oakgov.com)>; Hardesty, Thomas G <[hardestyt@oakgov.com](mailto:hardestyt@oakgov.com)>; Hunter, Daniel P <[hunterd@oakgov.com](mailto:hunterd@oakgov.com)>; Meiers, Terri A <[meierst@oakgov.com](mailto:meierst@oakgov.com)>; Robbins, Allan L <[robbinsa@oakgov.com](mailto:robbinsa@oakgov.com)>; Scheid, Kevin M <[scheidk@oakgov.com](mailto:scheidk@oakgov.com)>; Shortley, Joellen <[shortleyj@oakgov.com](mailto:shortleyj@oakgov.com)>; Slosson, Kristy R <[slossonk@oakgov.com](mailto:slossonk@oakgov.com)>; Stafford, Leigh-Anne <[staffordl@oakgov.com](mailto:staffordl@oakgov.com)>; Ward, Christopher C <[wardcc@oakgov.com](mailto:wardcc@oakgov.com)>; Weipert, Pamela L <[weipertp@oakgov.com](mailto:weipertp@oakgov.com)>; Winter, Barbara H <[winterb@oakgov.com](mailto:winterb@oakgov.com)>; Wootten, Garth E <[wootteng@oakgov.com](mailto:wootteng@oakgov.com)>; Stoddard, Sara D <[stoddards@oakgov.com](mailto:stoddards@oakgov.com)>

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**Subject:** Finance Admin Leadership Group - E-Vote

As indicated in the March 18, 2020 e-mail (below), attached is the list of projects that have been submitted for your review and approval to size for the 2021-2022 IT Master Plan.

As your time permits please review the projects and reply with any questions or your approval by COB April 1, 2020, if possible. This will allow us to work on the detail size estimates.

Everyone stay safe and healthy.

Take care,  
Janette

**E-Mail Sent Date: March 18, 2020**

**To All IT Leadership Group Representatives:**

In light of current events, we are cancelling the Leadership Group Request to Size meetings scheduled for March 24, 2020.

Instead, on March 24, 2020, we will e-mail the list of projects that have been submitted for your review and request an e-vote to approve IT to size the projects. The normal e-vote procedures will apply, all Representatives (or their alternate) must approve in order for the request to be approved. Please reply with any questions or your approval by COB March 30, 2020.

This will allow us to continue working on preparing detail size estimates for your review. We hope to more thoroughly review the projects at the April 28, 2020 Leadership Group meeting as well as consider any projects that may need to be added to the "Request to Size" list for consideration. If necessary, the April 28<sup>th</sup> meeting will be virtual.

If you have any questions, please let us know.

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