

OAKLAND COUNTY
Information Technology Leadership Group
Meeting Agenda

LEADERSHIP GROUP: LAND	MEETING DATE: 10/29/2019
GOAL(S): To help direct and allocate valuable IT development resources to initiatives and projects that are the most beneficial to the County organization.	
TIME: 3:00PM	LOCATION: IT-Rm 126
NEXT MEETING DATE: 1/28/2020	TIME: 3:00

1. Approval of Minutes from July 30, 2019 Meeting-**Approved**

2. **Review 2019-2020 Master Plan Quarterly Status Report:**
 - a. **Vacant position report**
 - At 13 total vacant positions for 8% vacancy rate. Filled two positions this week, bring back down to 11 vacant positions at 7% with the 2 filled.
 - b. **Review Planned Maintenance/Upgrades- n/a**
 - Master Plan Activity Status**
 - #2-WRC SCADA Ignition Implementation-data conversion and migration completed.
 - #3- Tax Management System Program-significant progress made. Migrated off 2008 servers. Merging Phase 1 & Phase 2.
 - #4- EH Enterprise Imp-configured online payments, training complete in November.
 - #5-WRC Soil Erosion Software Solution-Go live completed 9/18/19.
 - #6-Land Records and Super Index Replacement RFP-approved end of quarter. Initial planning started.
 - #7-WRC Hach WIMS Phase 2-Final Walled Lake site has been migrated.
 - #8-AAT Mandate Program Budget 2019-2020- completed phase 2&3.
 - #10-FMO BMS-Implementation Phase 2-Updated equipment in IT building.
 - #11-WRC Asset Optimization Phase III-successfully upgraded CAMS.
 - #12-GIS Enterprise Program-finished story map. Updated GIS client project.
 - #12A-GIS Enterprise Roadshow Program-jointly held workshop for city planners and offering local fire stations apps in November.
 - #13-WRC Power Plan Upgrades-Completed new versions to production.
 - #14-WRC WMU Crew Scheduler-project completed and closed.
 - #15-WRC Development Budget 2019-2020-stress test completed and successful.
 - #19-WRC Website Standardization-launched last quarter.
 - #20-BS&A Development Budget 2019-2020- 2019 BS&A annual processes completed in September. New assessing contract for Springfield "U".
 - #21B-LAMS Rewrite-Server Migration & Development-developed and migrated for new server on track for February.
 - #24-FM CAMS Expansion-project on hold.

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- #27-CAMS Enterprise Enhancements 2019-2020- last quarter set up new technology; Amazon cloud, built ArcGIS developer machine.

c. Master plan analysis

For Land at 39% delivery
Planned Maintenance at 40% delivery
Support & Maintenance at 47% delivery
Overall at 43% delivery for this group.

Tammy spoke: Concerns on IT Budget. Withheld on hiring at that time. Diligently working on projects, but a little under delivery. Made good ground and added resources. 3 folks coming on. However, don't want to start what we cannot finish. The 2008 servers will not be supported as of 1/2020, focusing on that new development.

3. Identity and Access Management Update (OCTA):

Next phase reaching out to end users by Email soon. Then call to action create application dashboard. Select what unique to you. May not see impact immediately but as programs roll out will receive. 2-3-year journey.

4. Universal Communication and Collaboration (UCC) Update:

New core network infrastructure. Phase 1-Switches and routers work is done on campus. Went to Board of Commissioners in July with funding request and approved. Phase 2-Voice IP-New phone system. Old technology now 20 years old. Stated a vendor and initiated contract. Implement experience room in old health building and will see what new phone is like; can install phone on mobile devices, can possibly go away from desktop phones. This is to be implemented in February/March timeframe. Phase 3-Update to campus Wi-Fi- sporadic service. Fixed to have better coverage. Two channels of access one private (for employees) and one public use. This phase not to board of commissioners yet for funding approval. Start March/April timeframe, District courts will be included in the scope.

Question: If internet goes down, will phones lines go down too? Risk still exists. But have multiple circuits to try and protect us. If lose power in building without generator will lose computers.

5. Office 365 Update:

SharePoint online transfer to new SharePoint project. If use currently will get moved over. Rolled out to IT Team and as a pilot look how going to roll out. Will be careful on training and security on sharing things. Looking at roll out and migration will be hearing from IT soon, if not already. Able to use word and excel in the cloud.

6. Request to Swap the priority of CAMS Public Request Portal (Priority 17) and RCOC Traffic Signal Management (Priority 18)-

Two projects related to CAMS want to swap. Dependency for upgrade. Busy working with CAMS. Road Commission has a different group and are available to switch priorities. **Motion** to switch #17 and #18- **APPROVED**

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7. **2021-2022 IT Master Plan Preparation-** Leadership reps received Email yesterday to start in November 2019 vs. January 2020 to increase window of timing for projects and in Spring for sizing to have more time to work on. March 24, 2020 meeting new master plan item considerations, present potential projects to size. July 28, 2020 meeting present all sizing estimates and prioritize the projects. October 27, 2020 meeting present master plan.
- Question:** Carry Forward projects: projects started in current master plan the group can vote to continue working on. Projects that haven't started see if still want and to stay on new Master Plan. **Question:** Do I have to look at existing contracts if expiring and see if need a project to do an RFP? Do you have to go out to bid? Or possibly an exception to get extended. **Question:** At risk spreadsheet available? Tech Check ready January for apps at risk.
8. Other Business-N/A

Adjourn- to next meeting, **Tuesday, January 28, 2020 @ 3:00PM.**