

IT / EQUALIZATION COMMITTEE

Martin D. Marshall
County Administrator

301 N. Main St, Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512
lenawee.mi.us



MEMBERS

Chris Wittenbach, John Lapham, Dawn Bales

MEETING LOCATION

Committee Room, 2nd Floor
Annex Building, 113 W. Front Street
Adrian, MI 49221

AGENDA: Thursday, September 2, 2021 – 1:30 p.m.

- I. Approval of Minutes** – August 5, 2021
- II. Information Technology**
 - A. Finance Report
 - B. Department Reports / System Concerns
 - C. IT Report
 - D. Updates / Other Business
- III. Equalization**
 - A. Updates / Other Business
 - B. Public comment
- IV. Adjournment**

Capital Fund - Technology Division
September 1, 2021

Proj #	DESCRIPTION	BUDGET	PTD	BALANCE
REVENUE PROJECTS				
CPTECH 2101	Quarterly Appropriation	270,000.00	202,500.00	67,500.00
		<u>270,000.00</u>	<u>202,500.00</u>	<u>67,500.00</u>
EXPENSE PROJECTS				
CPTECH 1801	Fiber Network Upgrade	25,000.00	25,003.81	(3.81)
CPTECH 1902	VIQ Courtroom Project	91,115.29	67,457.48	23,657.81
CPTECH 1904	JUD Bldg - Camera Upgrade	15,000.00	11,078.50	3,921.50
CPTECH 2102	CISCO Phone Refresh	50,000.00	-	50,000.00
CPTECH 2103	2021 UPS Replacement	15,000.00	14,990.74	9.26
CPTECH 2104	Detective Room Video Jail	35,000.00	-	35,000.00
CPTECH 2105	2021 Computer Replacement	50,000.00	40,527.69	9,472.31
CPTECH 2106	2021 Server Replacement	60,000.00	56,976.36	3,023.64
CPTECH 2107	2021 License Renewal	40,000.00	29,960.00	10,040.00
CPTECH 2108	Digital Microfilm Scanner	6,665.00	6,665.00	-
		<u>387,780.29</u>	<u>252,659.58</u>	<u>135,120.71</u>
NET CHANGE IN FUND		(117,780.29)	(50,159.58)	(67,620.71)

Standing of Capital Fund: Technology Division as of 09/01/2021

Beginning fund balance:	277,472.07
2021 revenues:	202,500.00
2021 expenses:	<u>124,685.37</u>
Current fund balance	355,286.70



LENAWEE COUNTY
MICHIGAN

Action Request Form

To: IT/Equalization Committee

Date of meeting: September 2, 2021

FROM: Scott Holtz

Title: Recommendation to close project
CPTECH.1801 – Fiber Network

DEPT: Administration

Description of request	Recommendation to close project CPTECH.1801 from the IT Department.
Amount Requested:	n/a
Account Number:	n/a
List Attachments:	n/a

Prepared by	sah
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Upcoming agenda items shall be reported to the Administrator at least seven **(7) days prior** to the meeting. All supporting information shall be submitted to the Administrator's Office no later than **3:30 pm the day preceding** the meeting, or by noon on the day of scheduled evening meetings. Exceptions may only be approved by the Chairperson, or in his/her absence, the Vice Chairperson of that Committee.



LENAWEE COUNTY
MICHIGAN

Action Request Form

To: IT/Equalization Committee

Date of meeting: September 2, 2021

FROM: Scott Holtz

Title: Recommendation to close
CPTECH.1904 – Camera JUD Bldg
Upgrade

DEPT: Administration

Description of request	Recommendation to close CPTECH.1904 from the IT Department
Amount Requested:	n/a
Account Number:	n/a
List Attachments:	n/a

Prepared by	sah
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LENAWEE COUNTY
MICHIGAN

Action Request Form

To: IT/Equalization Committee

Date of meeting: September 2, 2021

FROM: Scott Holtz

Title: Recommendation to close
CPTECH.2103 – UPS Replacement

DEPT: Administration

Description of request	Recommendation to close CPTECH.2103 from the IT Department
Amount Requested:	n/a
Account Number:	n/a
List Attachments:	n/a

Prepared by	sah
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LENAWEE COUNTY
MICHIGAN

Action Request Form

To: IT/Equalization Committee

Date of meeting: September 2, 2021

FROM: Scott Holtz

Title: Recommendation to close
CPTECH.2106 – 2021 Server Replacement

DEPT: Administration

Description of request	Recommendation to close CPTECH.2106 from the IT Department
Amount Requested:	n/a
Account Number:	n/a
List Attachments:	n/a

Prepared by	sah
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LENAWEE COUNTY
MICHIGAN

Action Request Form

To: IT/Equalization Committee

Date of meeting: September 2, 2021

FROM: Scott Holtz

Title: Recommendation to close
CPTECH.2107 – 2021 License Renewal

DEPT: Administration

Description of request	Recommendation to close CPTECH.2107 from the IT Department
Amount Requested:	n/a
Account Number:	n/a
List Attachments:	n/a

Prepared by	sah
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LENAWEE COUNTY
MICHIGAN

Action Request Form

To: IT/Equalization Committee

Date of meeting: September 2, 2021

FROM: Scott Holtz

Title: Recommendation to close
CPTECH.2108 – Digital Microfilm Scanner

DEPT: Administration

Description of request	Recommendation to close CPTECH.2108 from the IT Department
Amount Requested:	n/a
Account Number:	n/a
List Attachments:	n/a

Prepared by	sah
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Information Technology Work Report

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For the month of
August 2021

IT Department Overview		1998	2008	2010	2011	2012	2013	2014	2015	2017	2018	2020	2021
IT Director	MR	1	1	1	1	1	1	1	1	1	1	1	1
IT Full-Time Employee's	MR	3	4	4	4	4	4	4	4	4	4	4	4
IT Part-Time Employee or Contract	MR	1	1	2	2	1	1	1	1	1	1	1	1
Buildings (with Lenawee IT resources)	MR	?	12	13	15	15	15	15	15	18	19	19	19
PC's/Workstations	BeR	125	270	398	402	404	392	392	399	410		550	
Internal Users (FTE)	MR	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	365	371	
Internal User (PT)	MR	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	233	185	
External Users (Citrix,MDT,Election,Public Term, VPN)	BeR	30	81	98	98	98	98	108	No Audit	244	379	415	
Servers/PC hosting Applications	BeR	3	25	40	40	40	40	55	97	No Audit	No Audit	No Audit	
Switches / Router / Voice Gateways	BiR	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	20?	44
Cameras	MH	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	20+?	40
Networked Printers/Copiers	BeR	40	85	113	90	106	129	129	127	138	No Audit	180	
Applications	BeR	33	74	103	103	103	103	113	No Audit	163	No Audit	175	
Firewalls	MR	1	5	5	4	4	4	2	3	3	3	4	4
Video Conferencing	MH	0	3	6	6	6	6	8	No Audit	9	9	12	14
Phones/Faxes/Virtual Phones	MH	0	583	600	600	600	600	600	609	616	No Audit	514	598
Directory Numbers	MH	0	784	814	814	814	814	814	839	1157	No Audit	1230	1232
Voice Mail Users	MH	0	418	490	490	490	490	490	451	471	No Audit	424	424
Wireless Cell/Data Cards	EM	0	130	202	202	202	202	127	No Audit	153	No Audit	No Audit	
Access Points	BiR	0	3	3	4	7	31	35	30	32	No Audit	54	54
Storage Area Networks (SAN)	MR	0	2	4	6	6	6	8	8	4	5	4	4
Battery Backup UPS (includes towers)	MH	3	22	24	22	22	22	24	24	41	No Audit	43	43
Radio Towers with IT resources	BiR	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	No Audit	11	11	11	11
Budgeted Positions	MR	540	663	668	634	587	594	No Audit	No Audit	No Audit	No Audit	No Audit	