

## I.T. / EQUALIZATION COMMITTEE

**Kimberly L. Murphy**  
County Administrator

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

[Website](#)



### MEMBERS

Dustin Krasny, Terry Collins, Ralph Tillotson  
301 N. Main St, Adrian, MI 49221

### MEETING LOCATION

Chambers

**Minutes:** Thursday, July 2, 2026

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### I. Call to Order

**Present:** Commissioners: Terry Collins, Kevon Martis, Jim Van Doren

**Also** Deputy Administrator Shannon Elliott, IT Director Ben Ricker, Deputy IT Director

**Present:** Micah Hassenzahl, Marketing & Communications Jen Ambrose, Administrative Coordinator Carissa Zubke, Community Development Coordinator Lisa Hewitt-Cruz, Health Officer Monica Hunt, Equalization Director Trey Clements

**Absent:** Dustin Krasny, Ralph Tillotson

*The meeting was called to order at 1:30pm by Comm. Van Doren.*

*Board Chairman Van Doren appointed Comm. Collins as Committee Chairman. Comm. Van Doren appointed Comm. Martis and Jim Van Doren as voting members of the Committee.*

### II. Approval of Minutes

A. Approval of Minutes: June 4, 2026

**Motion by Martis to approve the minutes of June 4, 2026, seconded by Van Doren. Motion Carried.**

### III. Information Technology

A. Finance Report

*Deputy Administrator Elliott reviewed the IT finance report; no further discussion.*

B. IT Report

*IT Director, Ben Ricker, reviewed the monthly report. The department continues to prepare for Microsoft 365, determining how to interface the current email spam filtering with the M365 solution and how to transition data management to "cloud" storage once on M365.*

*Cisco access point project is underway and will be deployed in the near future.*

*No further discussion.*

C. Communications

1) Digital Communications Report

*Marketing & Communication Coordinator Jen Ambrose reviewed highlights from the monthly report.*

2) Presentation: Building a More Data-Informed Lenawee County

*Marketing & Communications Coordinator Ambrose gave a presentation regarding capturing the community voice. Polco is a community intelligence and engagement platform, offering ways for the County to engage with residents, offer public transparency, collaboration, offer research and planning opportunities, and even offers some AI community intelligence. It was founded by former Air Force officers and is a U.S.-based company focused on public sector solutions.*

*Polco has a two-year pilot program available to Lenawee and includes a National Community Survey, National Employee Survey, resident engagement tools, community data, public dashboards, AI research, and grant support. Ambrose stated the Lenawee County Health Department and Community Development department will also utilize this software. Health Officer Monica Hunt is able to cover the 1st year expense with an available Lenawee County Health Department Grant. The second year funding would be expensed in 2028.*

3) **Request:** Integrated Solution Pilot-Program with Polco

*We are requesting authorization to enter into a two-year Integrated Solution Pilot Program with Polco, to help local governments gather resident feedback, access community data, create public-facing dashboards, and support data-informed decision-making.*

*The proposed pilot will provide countywide access to the platform for two years at a total cost of \$40,000 (\$20,000 annually). The first year of the pilot will be fully funded through existing Lenawee County Health Department grant funding that must be expended by September 30, 2026. The second year will be funded through a combination of \$10,000 in Health Department grant funding and a \$10,000 General Fund contribution, invoiced at the conclusion of the pilot period on September 1, 2028.*

*The request is to recommend a two-year pilot program agreement with Polco, not to exceed \$40,000, authorize the County Administrator to sign, and authorize the necessary budget adjustment for 2026, to the Personnel/Ways & Means Committee.*

***Motion by Van Doren to recommend a two-year pilot program agreement with Polco, not to exceed \$40,000, authorize the County Administrator to sign, and authorize the necessary budget adjustment for 2026, to the Personnel/Ways & Means Committee, seconded by Martis. Motion Carried.***

*Discussion opened, and the committee would like Ambrose to share the same presentation at the Personnel/Ways & Means Committee.*

#### **IV. Equalization**

A. Equalization Report

*Equalization Director Trey Clements was present.*

*Taxable values were reported to the state and staff are visiting parcels for the equalization study and Clements is working on land values.*

*Clements provided an update on the BS&A cloud upgrade. On June 9th, the State Tax Commission approved two other competing companies that offer these services. Clements stated this would be beneficial for additional demos and competing quotes. There has not been an update on the aerial imagery bill and Clements does not expect that to happen this year.*

*Assessing data is being entered. There are currently four open tribunal cases.*

*Equalization received the annual GIS software invoice and discovered three licenses not being utilized. Those have been removed for cost savings. A view only option has been provided to Emergency Management.*

**V. Other Business**

*No comment.*

**VI. Public Comment**

*No comment.*

**VII. Adjournment**

***Motion by Martis to adjourn the meeting at 1:59pm, seconded by VanDoren. Motion carried.***