



## **CCIT/BOCC UPDATE MEETING**

**March 22, 2023**

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### **GENERAL DISCUSSION:**

- **CCIT STAFFING**
  - Currently three vacancies (Systems Administrator I, Business Analyst, and Assistant Director). One position accepted (Systems Administrator II)
- **SCANNING**
  - Scanning documents for the Assessor's Office (mobile home packets) and Facilities (building plans). Recently finished 60 boxes of scanning for the DMV.

### **CURRENT PROJECTS**

- **AVAYA-SKYPE FOR BUSINESS**
  - Deployed phones and Avaya Workspace to IT, Fleet, CCNU, and Building Maintenance.
  - Today Misdemeanor Probation and Drug Court
  - April 4 will be BOCC, Coroner, and Courthouse Security
  - Training is being offered in person and via Employee Portal
- **FINANCIAL WORKFLOW**
  - Sat with Auditor staff to review their current processes and obtained knowledge on how the workflow would benefit the Auditor. Staff was realizing benefits as well.
  - Zach Wagoner has been working well with IT
  - Adjustments have been made to forms to accommodate HR needs and finalizing the Position Requisition form.
- **OPEN GOVERNMENT**
  - Working on changes to the Web in conjunction with Joe Decker.
  - Agenda page is hopefully been beneficial for BOCC staff.
  - GIS mapping is still needing to be completed but would consider to go live without this being completed and will add functionality along with other website modifications.
- **FACILITIES MANAGEMENT PROGRAM (FORT)**
  - Close to completion. Admin Building map and calendar changes are last items being developed.

### **2022 YEAR-END REPORT**

- Service Desk tickets have increased from the previous year, as did the hours worked on projects.
- 12 projects were completed last year, which includes but not limited to:
  - Asset Management
  - Coroner OnBase Repository
  - Internet of Things (IoT) and Switch Replacement
  - Mosquito Abatement MOU Services and Website
  - SQL Server upgrade of versions 2008 to 2014
  - Voter Lookup
- 15 projects in process which includes:
  - Assessors OnBase Workflow for HOE and Ad Valorem
  - Disaster Recovery
  - SQL 2014 and Server 2012 Upgrade
  - Juvenile Detention Calendar Web App