

**AD HOC COMMITTEE
COUNTY BOARDROOM
TUESDAY, JULY 2, 2019
MINUTES
4:00 P.M.**

1. Call to Order

2. Roll Call – Matt Smith (v-ch), Richard Hill, Deb Breyman present. Blake Parsons, Jason Spence (ch) excused.

3. Public Input

4. Approval of Minutes

a. Approval of May 7, 2019 meeting minutes

Motion to approve May 7, 2019 minutes made by Hill, seconded by Breyman. *Motion passed.*

5. Unfinished Business

a) Discussion and approval of IT - RFP - This is still being worked on.

6. New Business

a. Ryan Cook – Cyber Navigator Division – County Clerk needs

Ryan Cook from the State Board of Elections addressed the committee. He has been working with the County Clerk to increase election security. He performed a cyber risk assessment and shared his findings with the committee. The County Clerk has a grant to be applied to increase security in the election process. The changes that Mr. Cook suggested would also help increase security throughout the county. The County Clerk's office will be upgrading to Office 365. If the county moves over to Office 365, it would save on cost to move it all at the same time. The grant money has to be linked to security for elections.

b. E-mail Office 365

Cameron Shearhod, Blake Barnard and Stan Halter from HEART Technologies spoke to the committee about their findings. HEART was hired to do an analysis of our system. They were pleased with what they have discovered so far. However, our system is in need of higher security. The standards for government security has increased, but we have not increased our security. They believe that Office 365 needs to be installed. It was asked about moving folders over to 365 to keep data. There are options for doing this so the data is not lost. The cost of Office 365 would depend on what components we needed. Not every employee would need the same components. With Office 365, if we purchased the Office Suite we would always have the most current version. We currently are two versions behind, and some computers will no longer be supported. Each user would have 5 devices they could install Office 365 on – computer, phone, ipad, etc. There is a different pricing for a government entity as security is higher. HEART asked that all department heads fill out the questionnaire that was sent out this past week. From that information they can better determine what our needs are.

c. Network Discovery

They are at the end of their discovery and encouraged by what they have found. They did not do a discovery on the Judicial server.

d. IT Budget 2019/2020

The budget pretty much stayed the same. But with tonight's discussion, there may need to be some tweeks as we figure out what all is needed with Office 365. The Sheriff's department and Highway need to upgrade computers.

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e. Building Use Annex 1, Annex 3 & Annex 4

Sheriff Smith feels that Annex 1 should be given to probation to increase their space. Once the grant is received for the asbestos removal, Annex 3 will be torn down. Annex 4 needs some work – paint, carpet, electrical, phone system, etc. But the board room could be moved down there, and the voting machines could be stored in an area in annex 4. He is budgeting for the improvements in the upcoming budget. The County Clerk has reached out to Byerlys to get a quote for installing the audio in Annex 4.

f. Annex 4 Budget 2019/2020

The Board Office and Sheriff have given the proposed number to the Treasurer and she is putting them together.

7. Executive Session

Motion to go into executive session under 5 ILCS 120(c)(8) made by Hill, seconded by Breyman. Roll call vote – Smith – yes; Hill-yes; Breyman-yes. *Motion passed.*

a. 5 ILCS 120(c)(8) Security Procedures

Motion to come out of executive session made by Breyman, seconded by Hill. *Motion passed.*


8. Action coming out of Executive Session

9. Adjournment

Motion to adjourn made by Breyman, seconded by Hill. *Motion passed.*

Meeting adjourned at 5:10 PM.

Submitted by: Deb Breyman


Jason Spence, Chairman
Ad Hoc Committee