

COMMITTEE REPORT

COMMITTEE: Information & Communications Technology
CHAIRPERSON: Michael Holt, Chairperson
DATE/TIME: March 26, 2025 at 5:30 p.m.

PRESENT:

☒ Michael Holt	☒ Peggy Bastian	☒ John Grizzoffi
☒ Steve Endress	☒ Daisha Boehm	☒ Jacob Ambrosia
☒ LaDon Trost		

OTHER BOARD MEMBERS PRESENT: John Schultz

OTHERS PRESENT: Angela Kaiser, Joe Kratcha, Nicole Hermesen

1. **Call to Order:** Chairperson Holt called the meeting to order at 5:30 p.m. Roll call was taken with all Committee members present except Bastian. A quorum was established.
2. **Minutes Approval:**
 - a) Minutes of the August 13, 2024 ICTC meeting – Endress made a motion to approve the minutes of the August 13, 2024 ICTC meeting. Seconded by Boehm and motion carried by voice vote.
3. **Citizens' Comments:** Schultz commented on the mobile device policy.
Bastian arrived at 5:33 p.m.
4. **Unfinished Business:**
 - a) FY2023/FY2024 Strategic Goals and Plans – No discussion
5. **New Business:**
 - a) Discussion and possible action to recommend amending P2010-4 Mobile Device Policy – after a lengthy discussion, Bastian made a motion to postpone any action on the Mobile Device Policy until the April Committee meeting. Seconded by Grizzoffi and motion carried by voice vote.
 - b) Discussion and possible action of audio/video and teleconferencing configuration in the remodeled County Board room – Kaiser and Kratcha discussed audio/video configuration options for the remodeled County Board room. The consensus of the Committee was to acquire quotes for a new discussion system, acquire a quote for monitors and foldable monitor stands for use on the new County Board table, and reconfigure the proposed large displays to be mounted from the ceiling in the remodeled County Board room.
 - c) Discussion and possible action about County meetings being added to County Board members' smartphone calendars – Kratcha noted a possible solution is to have the County Administrator's Office send Outlook calendar invites for meeting series via email to County Board members, allowing them to add the meetings to smartphone calendars. If a meeting was canceled, an Outlook calendar cancelation notice could be emailed to remove the meeting from the calendar. If meeting invites were emailed to County email addresses, Board members could forward the email containing the calendar invite to their personal email account and then add it to the smartphone calendar.

- d) Discussion and possible action on updates to the County website – Boehm asked that Townships have webpages and road postings on the County’s website. Kaiser stated that statutory requirements exist for taxing bodies that post information on websites. If the County began posting Townships’ information on the County’s website, it could result in the Townships needing to comply with these statutory requirements and the County would be “overstepping its bounds” in doing so. Boehm asked if County highway road postings are available on the County’s website. Kratcha confirmed that when County highway road posting notices are in effect, the notices are available for viewing on the County’s website.
- e) Discussion and possible action on strategic goals for the May 14, 2025 County Board Retreat – the committee postponed discussion of possible strategic goals until the April Committee meeting.

6. Reports:

- a) GIS Update
- b) Website Update
- c) IT Update

7. Citizens’ Comments: None

- 8. Committee Member Concerns:** Several Committee members stated they would not be able to attend the next Committee meeting scheduled for April 30, 2025. **The meeting was rescheduled to April 23, 2025 at 5:30 p.m.**
- 9. Adjourn:** Motion to adjourn was made at 7:01 p.m. by Endress and seconded by Boehm. Motion passed by voice vote.

Next regular meeting will be on Wednesday, **April 23, 2025** at 5:30 p.m.