

JO DAVIESS COUNTY
INFORMATION & COMMUNICATIONS TECHNOLOGY COMMITTEE
MEETING MINUTES
NOVEMBER 17, 2025

I. Call to Order

Chairperson Holt called the Information and Communication Technology Committee (ICTC) meeting to order at 6:00 pm on Monday, November 17, 2025 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

II. Roll Call & Establishment of a Quorum

Roll Call was answered as follows: Present – Jacob Ambrosia, Peggy Bastian, Daisha Boehm, Steve Endress, John Grizzoffi, Michael Holt, LaDon Trost. Present: 7. Present electronically – 0. Absent – 0. A quorum was established.

Other County Board members present: Dianne Allendorf, Robert Heuerman, John Schultz

Others present: Angela Kaiser, County Administrator and Joe Kratcha, IT/GIS Director

III. Approval of Minutes

A motion to approve the minutes of the July 30, 2025, Information & Communication Technology Committee meeting was made by Grizzoffi and seconded by Ambrosia. The motion carried by voice vote.

IV. Citizens' Comments

None

V. Unfinished Business

A. FY2025/FY2027 Strategic Goals

B. Discussion about County meetings being added to County Board members' smartphone calendars

Kratcha reminded ICTC members that this topic was discussed at the September 22, 2025 County Board Joint Budget Review Meeting during discussion and approval of changing website host & CMS vendors to CivicPlus, noting this functionality is offered with the CivicPlus website services. An email from CivicPlus stating this functionality was provided within their website services was also reviewed. The new County website through CivicPlus will go live in April 2026 and at that time IT staff will assist county board members wanting this functionality.

C. Discussion and possible action on the County Logo Contest: "Your County, Your Vision"

Kaiser stated that submissions for a new County logo design were received from six students at Stockton Schools. No other schools submitted logo designs for consideration. The logo designs submitted were original artwork as Stockton schools does not have an advanced graphics design program. After some discussion, a motion to award each of the six participants with a \$100 gift card

was made by Ambrosia and seconded by Grizzoffi. The motion carried by voice vote. The Committee also discussed next steps to develop a new logo design and the consensus was to provide ideas to the Administrator's office. Tessa Moore in the Administrator's office would possibly use AI or other services such as Canva to generate some logo designs in-house to be reviewed for possible approval at a future meeting.

VI. New Business

A. Discussion and possible action to purchase updated Microsoft Office and Exchange Email licenses

Holt made a motion seconded by Bastian to recommend to the County Board approval of the purchase of new Microsoft Office 2024 software licenses and Exchange email and user client access licenses through the Illinois Microsoft Select Plus Agreement offered by the authorized reseller, CDWG, at a cost of \$61,459.55 in FY2026 to be paid from the following line items as presented:

- \$4,283.64 from 003-44151-604 (Public Health Fund)
- \$17,000.00 from 048-46172-810.708 (General Capital Equipment Fund - Countywide Software)
- \$34,925.91 from 048-46172-810.709 (General Capital Equipment Fund - IT Audit/Health Check)
- \$1,750.00 from 064-46180-604 (GIS Capital Equipment Fund)
- \$3,500.00 from 071-44163-604 (Transit Fund)

The motion carried by voice vote.

B. Discussion and possible action on an Intergovernmental Agreement for a 2026 Multi-County Orthophotography Project Request for Proposal (RFP)

A motion to recommend to the County Board approval of an Intergovernmental Agreement for a 2026 Multi-County Orthophotography Project Request for Proposal (RFP) with Carroll and Whiteside Counties was made by Boehm and seconded by Endress. The motion carried by voice vote.

C. Discussion and possible action on approving FY2026 meeting dates and start times

A motion to approve the FY2026 ICTC meeting dates, including canceling the December 31, 2025 meeting, moving the September meeting date to September 23, 2026, moving the November meeting date to November 17, 2026, and keeping the meeting start times at 5:30 pm was made by Holt and seconded by Bastian. The motion carried by voice vote.

VII. Reports

A. GIS Update

B. Website Update

C. IT Update

VIII. Citizens' Comments

None

IX. Committee Member Concerns

None

X. Adjourn

A motion to adjourn at 6:44 pm was made by Ambrosia and seconded by Grizzoffi. The motion carried by voice vote.

Next committee meeting TBD

The next ICTC meeting is scheduled for January 28, 2026 at 5:30 pm in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.