

STATE OF TEXAS §

COUNTY OF HENDERSON §

BE IT REMEMBERED, that the Henderson County I.T. Committee met in Regular Session on August 5, 2015 @ 1:30 P.M. in the Annex 2<sup>nd</sup> Floor Conference Room in Athens, Texas, with the following members present, to-wit:

ANN MARIE LEE	COUNTY AUDITOR, absent
CLINT DAVIS	COUNTY ATTORNEY, absent
BOTIE HILLHOUSE	MAJOR, SHERIFF'S DEPT.
WADE MCKINNEY	COMM. PCT. #2, CHAIRMAN
SCOTT MCKEE	DISTRICT ATTORNEY
MICHAEL BYNUM	COUNTY TREASURER
KEN GEESLIN	COMM.PCT. #4
MARY MARGARET WRIGHT	COUNTY CLERK, absent
TOMMY BARNETT	J.P. PCT. #5

and guests, Josh Brock, IT Administrator; Erik Ernst, Tyler Technologies; Susan Bass, County Clerk's Office; and Shane Renberg, Fire Marshall were present while Aundrea Kinney, from Tyler Technologies joined via telephone and transacted the following business, to-wit:

Chairman McKinney called the Meeting to order at 1:30 P.M.

**1) Consider and Take Action to approve the Minutes of previous IT Committee Meeting.**

Motion made by Comm. Geeslin and seconded by Major Botie Hillhouse to approve the Minutes as amended of previous IT Committee meeting held on July 15th, 2015. Motion passed by committee.

**2) Consider and Take Action on Issues related to Phase One of the Odyssey Project, Athens Campus**

1. Issue #23 – TDEX Report – on hold. The data the sheriff's office sends to TDEX will not be able to be received until Sept. 15.
2. Issue #25 – Bar Code Scanner – the cable is working. Aundrea will let us know ETA, she is talking with Katrina. Botie reported they had heard nothing. Aundrea received examples of labels on July 30<sup>th</sup> which were forwarded to the developers. They were sized yesterday and do not have an ETA yet. Comm. McKinney stated this issue needed to be resolved ASAP. He asked Erik if any other counties were using the bar codes we are requesting. Erik stated not at this time, but other counties are interested.
3. Issue #29 Judge's Addition – working on next steps (error reviewing files) resolution settings during conversion. Comm. Geeslin reminded the committee John Galbraith said 80% of all judicial folks were using Odyssey. Erik stated OCR was a relatively new version. Aundrea said she had seen some OCR issues with workflow not starting. This issue is the first for converted documents.
4. Issue #31 EDiscovery – need information from the County and District Attorneys. Erik will get the attorneys to Test prior to next IT meeting. Aundrea, Erik, District and County Attorneys to meet next week.
5. Issue #32 Duplicate Reports Sheriff's Office – ran in TEST – scheduled to run in PROD after 5 p.m. today – will send email to Captain Bryan Tower.
6. Issue #34 Indentix – monitor status – Josh has not heard of any down time in Sheriff's Office. \* Leave in monitor for 2 weeks
7. Issue #35 – Diane portal conversion issue – warrant activity report. Converted warrants showing at SO that's why they aren't showing in CCL2. Botie reported Charlotte feels confident all the information is there.

Comm. McKinney asked if Captain Tower's questions regarding Legislative updates had been answered. Aundrea will follow-up with him after the meeting today. The new rules will be added, but each county will be responsible for the mapping. The County Attorney's office and the SO will work together on the mapping.

Aundrea – updated the monthly OCA reports in TEST – Appointment & Fees Report.

Susan Bass stated the County Clerk's Office was still having trouble finding some names in the Probate section in both case and/or party search.

#### Chris Reports

1. Diane – check writing issues. Erick and Aundrea thought they were corrected, but Paula stated Diane could not run the checks without help.
2. Brandi Smith – working in TEST – waiting to see if issue would work in PROD
3. Pam U. – Capias Pro Fines – discrepancy from SO and County Clerk's Office in fees. Erik stated more training was needed to select the correct warrant type.
4. Issue 3860956 – Escrow accounts – paid out already. Todd needs a list of all cases that meet these criteria.

### **3) Consider and Take Action on issues related to Phase Two of the Odyssey Project, Justices of the Peace.**

Erik stated they met with Bill Wilder on the 27<sup>th</sup> regarding data mapping. Tyler is bringing additional support in. Go-live is scheduled for 5/9/16. Erik discussed the complexities of finding elements from which they can pull true information. The NetData events are not broken out. They are spending more time to output a quality product. They are basically treating this as a re-build.

Data mapping & code mapping – 1<sup>st</sup> push – review data for accuracy before Go-Live .

T.J. has been assigned to Henderson County at High Priority. They are looking at 1<sup>st</sup> push in November. There was a slip in code-mapping, but it will be completed 8/28/15.

Writing/Development 8/11/16

Comm. McKinney feels like it is more a personnel resource issue than a data issue.

Erik is not concerned about the job being completed, but he will certainly be doing it right.

The question was asked: How long for the JP Phase to be complete after Go-Live?

Comm. Geeslin remarked if it takes as long as Phase One – it will be another 15 months 6/6/16 Completion Date. The Committee first met with Mr. Galbraith the 1<sup>st</sup> quarter of 2014, we are still having conversion issues the 4<sup>th</sup> quarter of 2015 – how much longer must we endure this process? The employees are suffering from Odyssey fatigue. Comm. Geeslin is very very concerned.

Comm. McKinney stated the first meeting with Mr. Galbraith was 12/5/12 regarding Odyssey.

Josh had concerns about OMNIX for the Sheriff's Office – January conversion – IE11

Comm. Geeslin requests the numbers for 2016. Erik will have an excel spreadsheet by tomorrow or Friday.

Comm. Geeslin stated there are still several issues on Phase I – how many issues will there be for the JP Phase?

Erik said because of OMNI and other entities, he would not be able to answer that until after the 1<sup>st</sup> push.

Comm. Geeslin thought the JP offices would be set up basically the same way. He said we could not be the first county to convert JP information. Most JP information is from “homegrown” databases. How long has that taken in the past?

Erik has not been on any of those projects, but they would be highly variable.

Comm. Geeslin wanted an answer from Jim Biggs or John Galbraith regarding the amount of time from governance to Go-Live; minimum to maximum. We were told this would be a “Piece of Cake”, “Very Easy”, “Nothing To It”.

Comm. Geeslin also wants close coordination with Jane Crouch regarding the Fee Codes for her reports.

**4) Consider and Take Action on Fire Marshall Office request for the addition of Tablets.**

Brief discussion regarding the pros and cons on the tablets. Josh reported the tablets had been requested this time last year for public nuisance in the field. Windows 8/Odyssey – Verizon cards built-in. These would be used for multiple years and will work with the Appraisal District. Shane Renberg stated that Odyssey has been a big benefit and the tablets are much better for picture taking and inputting information in the field. Motion made by Judge Barnett and seconded by Scott McKee to purchase the tablets and accessories for the Fire Marshall’s Office. Motion passes by those present. Comm. Geeslin abstained.

**5) Consider and Discuss IT Director Report.**

Josh – nothing to report at this time.

**6) Consider and Take Action to Adjourn.**

Motion made by Comm. Geeslin and seconded by Botie Hillhouse to adjourn. Motion passed by committee. Meeting ended at 3:39 pm.

**Read and Approved:**

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**County Judge, Richard Sanders**

(For Filing Purposes Only)

**NOTE: Any actions taken by the Henderson County I.T. Committee at this Special Meeting shall be non-binding recommendations. Any such recommendations shall subsequently, be presented to the Henderson County Commissioners’ Court for the Court to consider and take action on behalf of Henderson County.**