

STATE OF TEXAS §

COUNTY OF HENDERSON §

BE IT REMEMBERED, that the Henderson County I.T. Committee met in Regular Session on April 20th, 2016 @ 1:30 P.M. in the Annex 2nd Floor Conference Room in Athens, Texas, with the following members present, to-wit:

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

And guests, Josh Brock, IT Administrator; Judge Duncan, J. P. Pct. #3; Erik Ernst, Gerald Marshall, Tyler Technologies; Diane Russ, County Attorney's Office; Susan Bass, County Clerk's Office; Nikki Harris, Treasurer's Office.

Transacted the following business, to-wit:

Chairman McKinney called the Meeting to order at 1:31 P.M.

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

Motion made by Comm. Geeslin and seconded by Judge Barnett, to approve I. T. Minutes from previous meeting held April 6th, 2016. Item passes.

2. Consider and Take Action on Credit Card Services for Henderson County.

Judge Barnett – stated he doesn't like Official Payments it isn't user friendly and the call center is very hard to get in touch with a person for assistance. Judge Barnett – stated he likes nCourt, but the percentage rate they charge is too expensive. When nCourt talked with Judge Barnett they said they would work with the county on the percentage rate. The card service with nCourt is 3% of the amount. nCourt includes the card readers. Diane – asked if the committee is trying to have the county go with one credit card system; or can each department head choose the system they want? Ann Marie and Michael – stated that it should be just one company for reconciling the account. Wade – asked Diane if she would rather stay with Official Payments for hot checks? Diane – stated she would like to stay with Official Payments for hot checks and collections as well. Judge Barnett – stated his office receives a lot of phone calls stating they can't get Official Payments to work. Ann Marie – stated she is worried about having too many credit card companies to reconcile. Wade – asked if Official Payments has a call center? Judge Duncan – stated they have a place to call but it is very difficult to deal with. Judge Duncan – stated Lana has called the call center for people that have tried to make a payment and she had trouble as well. Judge Barnett – stated when we went on Official Payments, just out of curiosity he tried to make a payment over the phone and was not able to do so. Josh – stated at one point you were able to go to the JP court and pay Official Payment from that point, but they are not able to do so now. Ken – stated if a person goes to the County website and click on making JP payment and at no point on the website does it show JP payment to click on. nCourt would design a webpage for the county for making payments; the payment process needs to be simple. Wade – asked Diane if there were any complications with getting payments from the internet. Diane – stated they had no problems from getting payment from the internet. When the defendants leave court they are given instructions on how to pay their fines and court costs. Ken – stated with nCourt there is a 1-800 number given to make a payment by phone if needed. Wade – asked if the JP offices gave information to the defendant for making payments online. Judge Barnett – stated yes they are given contact information. Josh – stated we need to provide a system that is easy for the defendant to make payments. The call center is a big plus for nCourt and the bilingual option is a plus. Josh – stated it has been a while since a presentation from Official Payments has been presented. Wade – stated the jurisdiction code is on the Henderson County website. Josh – can put the jurisdiction code on each court. Diane – asked if the Judge's name can be added as well? Ken – asked who is the sales rep for Official Payments? Wade – asked Diane to contact someone from Official Payments to come in and give a presentation. Judge Barnett – stated he would like to table the Credit Card Services for a couple weeks. Ken – stated Official Payments should have updated and have iPad apps and Android apps for making payments. No action taken.

3. Consider and Take Action on Issues related to the automation of County payroll system.

Nikki – stated she contacted Rockwall County they were going with Executime for their payroll, and decided not to go with them due to their not being able to do a shift change with their jail. They are continuing to do their payroll manually. The GHG has a fee for the users depending on what package the county would choose ranged from \$5.00 to \$9.00 per user per month. There is no contract fee or set up fee just the user fee. Erath County uses them (GHG) and is electronic time keeping. GHG service is \$5.00 for basic service, \$7.00 for standard and \$15.00. It states that if there are more than 100 users you would have to contact them for the cost of the service. There is a discount for more than 100 users. On premise option we would have to talk to GHG about the server we have here. Josh – stated Donny that works for NetData said there are only two counties that uses payroll system. Josh – asked Bill Wilder how hard it would be to interface with NetData for payroll. Bill – stated that he would be able to interface with NetData, and would be able to do this in less than three weeks. Josh – also asked the other companies that he had contacted how long it would take to stand up a system? The companies said it would take about a month. We would need a system that will interface with NetData format. Josh – stated the format that NetData wants it straight forward. Wade – asked how many counties had successful integrations with NetData and Donny could only name two counties. Josh – stated we would need to have a system that will interface and push it over to NetData and make the Sheriff's Office 28 day shift work. NetData doesn't have a TEST site. Ken – asked if Executime, GHG, Time Clock Plus and Time Bank are all of these ID card reader systems? Josh – stated yes that is possible for all of these systems. Josh – stated his goal is to find a company that can handle the Sheriff's Office shifts and talk to them specifically about them interfacing with other payroll system or we will lose some efficiency. Josh – stated he would talk to Bill Wilder within the next two weeks. Ken – stated we need to narrow it down to two companies for the payroll system, and have them come and make a presentation to the I. T. committee. Ken – stated he may not want to pay the employee's overtime and would want to compensate with comp-time. Josh – stated the department heads would be able to adjust the time and it would show who made the change on the time.

4. Consider and take Action on Issues related to Justices of the Peace Delinquent Fine Collection.

Motion made by Ann Marie Lee and seconded by Michael Bynum to approve the contract with Perdue and Henderson County for Justices of the Peace Delinquent Fine Collections for JP #1, JP #2, JP #3 and JP #4 starting May 2nd, 2016 through May 2nd, 2019. Item passes.

5. Consider and Take Action on issues related to Phase One of the Odyssey Project, Athens Campus.

Josh – stated there are a total of six (6) tickets: Changing the delimiter on monthly report. Josh met with Susan and was able to work on the report. Josh – stated he thinks he has it cleaned-up. Susan – stated she sent a report to the customer and she stated as long as she was able to go back in and remove the commas it would work for her. Susan – stated that Erik would be getting with her after the meeting today April 20th, 2016, the fines are 5,000 to 1,500 and take the out the comma's. Wade – asked if this is a onetime fix? Find and replace can take out the comma. Erik – asked if he could go into Odyssey into that record and correcting it that way. Susan – stated she and Erik had done that before going into Odyssey and correcting the record. Odyssey should generate a report correctly after doing this. Ken – stated it should be automatically, to say you are going to generate a report and going to have to extract that as a CSV file and then do a document search to remove a comma from a column and have to that every time we have to run that report isn't acceptable. Erik – stated the problem they have if it isn't consistent they can't say remove every comma in the Odyssey's data and some commas could be legitimate. Wade – asked if this vendor gets reports from other counties with Odyssey? Erik – other counties submit mass data to vendors. Wade – asked if Odyssey or Tyler been asked about this similar issue? Erik – no it usually is not a comma or if this would come up on a regular basis they would be able to fix the data. They thought it was Odyssey related now that the fix has been applied and we are seeing the issue its data. Erik – stated the county is supplying a lot of data to the vendor and they are making a lot of money off of it. Ken – stated it doesn't matter, when you pull the report from the data base contained within Odyssey you should be able to pull the report after the data has been purged and cleaned through various conversion processes. We should be able to pull reports out that as a comma value document it should not be corrupted. Erik – stated that we can pull this report out clean as a PDF, which is the standard way to run the report. There is an option at the bottom for PDF. Ken – stated we have a customer that wants it as an Excel spreadsheet. Susan – stated she was sending it as a text file to begin with and it was still knocking the file into the different columns. Ken – stated we supply the report to the vendor as a PDF, there are programs that will transfer it from a PDF back to an Excel spreadsheet. It is not the County's responsibility to put it into a format that they want it delivered. Susan – stated they have been asking for this since August, they stated they have gotten this report from other counties that have Odyssey, and it hasn't been a big deal to get the report in Excel format. Erik – stated yes they have gotten this report from other counties in the Excel format. Susan – stated she has to deal with the calls every week, they want the report that other Odyssey users are providing. Erik – stated yes they may be getting it, but there may be fields that need to be corrected in Odyssey that's the way it's in the system. Susan – stated the report is from 1984 to Present. Josh – stated we can give them the report with everything in the right column.

Call – Report Josh – stated the call – report with the Malakoff Volunteer Fire Department issue. The report was checked in TEST and needs to be pushed to PROD. April 19th, 2016 is has been run in PROD and are waiting for a response from you. It was checked on April 20th, 2016 and they were not getting results and that was at 1:35 today (April 20th, 2016). Josh – stated for whatever reason they are not seeing it in PROD, this is from Christina she stated we are not getting any results. Erik – stated to meet with Christina and see how she is running the report.

Edit and Deleting Jailing's – from David Faught – they had a lot of issues getting in contact with each other. Yesterday at 6:20 (April 19th, 2016) she spoke with David and she is going to do some checking on this and will get back with David.

CAD Issue – Erik – stated he was in touch with Kelly Sprong who is the support manager for the Department of Public Safety. Erik – stated he sent an email letting her know it has been causing issues here. She is supposed to get someone to call here today (April 20th, 2016) to begin working with them on the issue. The contact for this issue is Kelly Sprong. She has Josh's contact information.

Warrant Status Codes – Josh stated warrant status codes were not appearing, this has been going on for a while. There was an update as of 3:00pm yesterday afternoon (April 20th, 2016). They were trying to get in touch with Christine for the update. Erik – asked if there were any details on the warrant status codes? Erik – stated they have been doing a lot of updates to the warrant status for the JP phase. Josh – stated he submitted a ticket on special behavior that was greyed out and wasn't able to click on it, this all came from Tyler Admin. Erik – stated he would take a look at it.

Wade – asked if Michael had put in a ticket about the Bail Bond Surety's? Josh – stated there wasn't a ticket for the Bail Bond Surety's. Bail Bond Surety limits is the issue.

Wade – asked Erik for a status from Jane and OFM. Erik – they have been running a lot of reports from OFM. Angie has been going through and has to balance to the account. They have to make sure that all transactions haven't cleared by the first and they are working on that and doing the reconciling. There are also registry issues getting done from Phase 1. Erik and Angie have a follow up meeting tomorrow morning (April 21st, 2016) and he feels like they are close to closing those issues for the registry. Erik – stated he still has to meet with the County Clerk's Office and seed their balances.

6. Consider and Take Action on issues related to Phase Two of the Odyssey Project, Justices of the Peace.

Erik – stated he sent out the status report. Gerald Marshall with Tyler Technologies is the implementation lead for Phase II for the JP offices. Erik – asked Gerald, Jennifer, Alana and Kay to come to the meeting. Erik – stated that he feels that everything is going really well with the JP offices. He thinks everything will be ready to go on schedule. Wade – asked Jennifer, Alana and Kay if there were any issues they needed to discuss. They stated everything is going well; the only concerns are the warrants. They are going through the warrants and trying to get them all cleaned up. The issue with Class C warrants and Capias Pro Fine warrants they have to be sent into the Sheriff's Department. The Sheriff's department doesn't want Class C or Alias Warrants because couldn't hold them and didn't want to transport them. The process getting the warrant from the JP office to the Sheriff's department is through the mail. The Sheriff's department will enter them by hand. The issue is what warrants should or that shouldn't be active. Erik – stated all the warrants will convert as inactive. The offices will help Erik during the go-live period and pull the case that should be active and will send to the sheriff's office. The JP offices want desk top scanners. The JP offices need to email Josh to make a request for the desk top scanners. Josh – stated flatbed scanners are \$1,400.00 and a scanner without the bed are \$800.00 and they also have a \$400.00 dollar scanner.

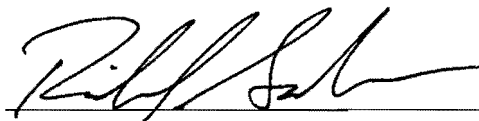
Erik – a final internal check point with Tyler on April 26th, 2016 and will provide the output as a result of that check. Erik – will be meeting with the offices the week of May 1st, 2016 or maybe early as next week (April 25th, 2016). They will be going through the OCA Reports, the ACCR and collection improvement to make sure they understand everything. They are in their second week in user training, and it seems to be going well. The next thing coming up is go-live May 9th, 2016. Erik – will forward the go-live schedule to the I. T. Committee. Erik – will get with Botie and ask if they can start the go-live process the Thursday before May 9th, 2016? There will be outage for the jail during the go-live process and it, will start it on Friday before go-live. There will be a cutoff point; it will be noon on Friday and there will be no data entered at this time, if data is entered it will not be converted. The conversion should be done by 8:00am Saturday morning May 7th, 2016. They will bring the system back on line and give notification to the jail that they are back on-line. Monday morning they will meet at the JP offices at 8:00am and start doing basic system check-out. The official go-live will be at 12:00 on Monday.

7. Consider and Discuss IT Director Report

Josh – nothing to report.

Motion made by Comm. Geeslin and seconded by Judge Barnett to adjourn the meeting @ 3:30P.M. Voted unanimously by those present.

Read and Approved:



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.