STATE OF TEXAS                    §


COUNTY OF HENDERSON          §


BE IT REMEMBERED, that the Henderson County I.T. Committee met in Regular Session on June 15th, 2016 @ 1:30 P.M. in the Annex 2nd Floor Conference Room in Athens, Texas, with the following members present, to-wit:

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| ANN MARIE LEE | COUNTY AUDITOR, absent |
| CLINT DAVIS | COUNTY ATTORNEY |
| BOTIE HILLHOUSE | SHERIFF |
| 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, absent |

And guests, Josh Brock, IT Administrator; Judge Pollock, J. P. #2; Diane Russ, County Attorney's office; Betty Herriage and Angie Ewaskiw, District Clerk's office; Chris Ricci and Kieran Hill, Tyler Technologies, via phone; Pam Underhill and Carol Allen, County Clerk's office; Jennifer Carmon, J. P. #5; Christina Teel, Sheriff's office; Wendy Swan and Linda Cummings via phone, VOTEC.

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 Sheriff Hillhouse, to approve I. T. Minutes from previous meeting held June 1st, 2016. Item passes.

2.  **Consider and Take Action on issues related to Phase One of the Odyssey Project, Athens Campus.**
Chris – **CAD Issue** – Kelly Sprong – stated to Chris there were some test run, they asked for more information from Jody regarding if they are using mobile CAD laptop in their cars, or just IPads etc. Chris asked Josh to update that ticket. Josh – stated there is going to be an update tomorrow (June 16, 2016) and the system would be down for two hours. Josh – stated there is another ticket open on this issue. Wade – asked if have the individual on the call today is with CAD? Chris – stated no.

**E-filing** – Chris – stated we are on the home stretch getting this issue fixed. Wade – asked Chris if the three week time schedule is going to be met on fixing the E-filing issue? Chris – stated three weeks finishing the issues with the codes, and we are definitely down to the third week. Derl is doing **TESTING**, and Chris is hoping, by next week (week of June 20th, 2016), that Angie and Susan can start their **TESTING** and this will be the final step. This may go over his three week prediction. Wade – asked Angie how long has it been since she has had contact with Tyler concerning the E-filing issue? Angie – stated it has been two weeks. Wade – told Chris there hasn't been any communication in two weeks. Derl sent out an email to Angie and Susan @ 1:25 today (June 15, 2016) with the latest status.

Chis – stated he is trying to get a meeting Monday or Tuesday of next week (June 20 or 21, 2016) with Morpho Trust to see what is going on with the fingerprint machines. Dustin Myers with the technical service group is familiar with this issue and is currently working an active ticket. On the Odyssey side they are having difficulty trying to figure out what needs to be done, but it shows to be working on Odyssey side.

**Out of County Bond Issues** – Wade stated to Chris that Erik was saying the bond issue concerning our business process was causing the issue. Carol – stated there are two new codes that they will be using for out of county and when defendant is brought back to the county that will be a different status. Sheriff Hillhouse – stated they contacted Collin County who also has Odyssey. Henderson County is now doing what Collin County is doing, and that has fixed the issue with the bonds.

**Phase One** – Josh –open tickets – Diane Marsh has an open ticket; check manager is showing icons as still active. Billy Lenoir is assigned to this and is asking for more information on this issue. Diane Russ – stated he sent Diane Marsh a spread sheet with some of the cases that needed to be gone through. Diane did go through the cases and talked with Odyssey and they were going to run this through TEST environment. Josh – stated the last email was Monday (June 13, 2016), asking how the review was going.

Josh – there is a ticket open from the DA Office, Brandy Smith – was asking about the e-Discovery tab, they have tried to contact her multiple times, and no response. Misty tried to get some communication with this ticket. Josh – stated he still didn't know what the issue is on this ticket. The ticket #4864625 was created June 2, 2016. Josh – stated it looks like it is communication on our end. Wade – stated to copy Scott on this issue.

Josh – stated Angie has a ticket open about separating a Jr. and a Sr., and this will be passed to the District Attorney's office, they are able to see the ID with the charge. This ticket was created on June 6, 2016.

Diane Marsh – opened a ticket on June 7, 2016, for check manager and it has been referred to Tyler Tech development team.

Ken – stated to Chris in regards to e-filing, that Derl sent an email to Susan and Angie with a response today (June 15, 2016). This e-filing issue has been going on for some time. Angie has been waiting for two weeks. We got a response from Derl a few minutes before the I. T. Meeting. Ken – stated he would like an update every Tuesday by the end of the business day. Chris – stated he would make sure of an update every Tuesday by the end of the business day.

Wade – asked if anyone has heard anything from TDEx? Sheriff Hillhouse – stated he hasn't heard anything from TDEx. Chris – stated he hasn't heard anything on TDEx. Ken – asked Chris if other county's had heard anything on TDEX. Wade – asked what is TDEx? Sheriff Hillhouse stated it is a State Data System that the jail uses to trade data, and that TDEX is changing to a new vendor and would be back in touch with the Sheriff's Department when the State signed their contract.

Josh – stated there is a conversion issue that he was just made aware of. It has to do with all parties that were converted. There is a way to flag a person of interest, if that person comes to jail and may not have a warrant. The issue is everyone that was converted has been flagged. What happens is it desensitizes due to all cases have been flagged. Josh wants to talk to Sheriff Hillhouse and remove the unknown other flag. Unknown is the name of the flag. Chris – stated he needed a ticket on this issue, and he will get it pushed.

3. ***Consider and Take Action on issues related to Phase Two of the Odyssey Project, Justices of the Peace.***
Kieran – 10 open items – Odyssey tab it is an IMS technical services complication that Erik opened. It doesn't affect anything in the data in the system. The technical service team will go over it. There are four (4) project action items. 1) Configuration TESTING of 1778; he received an email from Erik stating he would be back on Monday (June 20, 2016) when the refresher training will take place. This TEST is set to be run the week of (June 20, 2016). Erik is working with a lady from Perdue to make this happen. When Erik comes back from vacation Kieran will have an update on this issue. This is set to run on or the week of (June 20, 2016). 2) Configuration is required to turn off agency tracking. There is a session set up with Kaylan Wall. Kieran has emailed and hasn't heard back Kaylan if this has been completed. Wade – asked Jennifer and Kay how is agency tracking affecting their offices. Wade – asked if they are receiving tickets now? Jennifer – stated yes and they are entering them under generic that is already in the system. Wade – asked if this work around is going to cause any issues? Jennifer – stated they are not sure of what it's going to do, they can't give officers depositions and reports anymore; they have to keep up with it on a spread sheet. Sheriff Hillhouse – stated when they turn off tracking officers, it's going to make it more difficult. Kieran – stated knowing the issues on how this affects the offices, helps conveying it to their staff. Wade – asked Kieran if this has come up in other counties? Kieran – and Chris are not sure and would have to find out. Wade – stated Erik said it was an issue, but was not conveyed to us until we were in the middle of this. The whole issue with agency tracking is at an aggravation point. Ken – stated the thing that needs to be recognized if you didn't sell the JP package, this wouldn't be an issue, but you promote and sell and advocate to integrate your product into the JP organization as well as the Sheriff's Department, and then we find out the product isn't properly integrated. Erik told us this has been an issue. Today we find out that Chris nor is Kieran aware of this issue. Ken – asked how do we know if you are making this a priority and you are working on this issue? Ken – stated we need some detail on this issue. This needs to be updated by email by the end of business day on Tuesdays. Kieran – stated he would be able to give an update by the end of business every Tuesday. 3) Verification and Review of OCA reports - Gerald Marshall is over this issue, and will be on-site on Monday (June 20, 2016) of next week to provide the refresher training. While being on-site Kieran will speak to him to make sure he and Kathy Biggelo are ready for this and provide feedback on what needs to be done. Gerald will relay the information to the committee and sign off on these reports and should be good to go. 4) Financial configuration update script needed; in speaking with Erik this is open for the conversion team; this is the last item that needs to be done on the Phase Two list. Open for TRACKING. 5) Updating back closures was run in TEST environment June 7, 2016, Gerald is managing this, there were a list of cases provided, Kieran can work with Gerald to find out who would be a SME so they can review these cases and get the back closures updated into PROD, but they are ready for review in the TEST environment. Wade – asked what are these stats? Kieran – stated they are statistical closures for a few of the JP projects that they have, this is a closed conversion script to pull the stat closure ID and update them, for State reporting. Wade – stated it looks like all the items that were open two weeks ago are still open and we added two #87 and #35, so if it is possible, talk about # 87 this a technical services consult, Erik opened a technical consultation which mean they train you to use the installation manager software. This is how most clients update their systems, since Tyler provides this service for Henderson County; he is not sure why this service is listed. Wade – asked to go to OMNI, what is the status on configuration and testing. Kieran – stated there hasn't been anything done on this yet, Erik opened the issue and would have to check with Erik for updates on this issue. Kieran – stated this was opened December 2015, and not sure if Erik is waiting on a certain action to take place before working on this issue. Ken – stated this issue has been opened for six (6) months. Ken – asked to let him know this evening (June 15, 2016) if he needs to escalate. Ken asked Kieran

to call him on his cell this evening (June 15, 2016). Wade – stated during the last meeting there was discussion about case review for **Admin Hearings** and nothing has been done; Erik said he would follow up with the clerks, to see if they had any questions on how to do corrections. The majority of the cases haven't been updated due to them being old cases. Erik needs to be questioned about this. Josh – asked Kieran for the number and details of this ticket, so he can ask Erik specifically about the **OMNI and Admin Hearings** issues. Josh – stated Jennifer and Lana both have reported on duplicate case numbers with the VTPA and FTA, the case numbers are duplicating on different cases. Kieran – stated he has seen it in JP #2 on eviction cases, and made changes to the case numbering, this issue has been fixed. Jennifer – stated VTPA and FTA are getting criminal numbers whereas JP #1 is going into a whole different numbering system. Wade – stated there were some criminal cases that went into civil. Jennifer – stated these are old cases and at this point she has only found two, but there could be more. Ken – asked if there are similarity of the two cases? Not really, they are criminal non-traffic cases. Ken – stated make sure when finding these, to screen print and they can analyze to see if there are anything that is a pattern. Wade – asked Kieran if all the clerks have signed up for the portal? Kieran – stated as far as he knows they have, he working on Kay's login and getting is squared away.

Judge Pollock – stated they are having issues with warrants. Kay brought this to his attention and asked that he describe the problem and maybe offers solutions to this issue.

**ODYSSEY ISSUE CONCERNING JP CLASS A&B MISD & FELONY WARRANTS BEING LINKED WITH JAIL**
Procedure provided by Odyssey representative and agreed upon by JP offices as sufficient: Enter M or F warrants into the JP system (system assigns next available number), and the status shows as "New Warrant". Once warrant is entered into the jail system the status is changed to "Active". Problem: When an officer gets a M or F warrant signed by a JP and (for whatever reason) it is entered at the jail before it is entered into the JP system as a free standing warrant, it is appearing as if it is an additional "New Warrant" when entered into the JP system (even though it has the same warrant number and the two entries _1st by the jail/2nd by the JP office -have been linked together).
Solution #1 (Jail's Solution): JP offices are not to enter any M or F warrants signed by the JP if it is being requested by a S/0 employees, stating that it will be entered at the jail & the system would assign it that JP's next number in that particular number pool (which should also be the number that was already manually assigned to the warrant at the time it was signed by the JP). Foreseeable problem with solution #1: There will need to be extra caution in the JP office as not to enter any M and/or F warrants for any other departments until the warrant that left that office has been entered into the jail's system. All JP offices & JP's would need to know with certainty what the next available number is, and it would need to be updated without delay. If proper steps are not followed to ensure the numbers are assigned & entered in proper number sequence, it could become an issue. Solution #2: Continue the same procedure (as set forth during Odyssey go live) and ask the jail to send an email to the JP office that signed the warrant, with the word "arrested" as the body and the JP assigned warrant # as the subject. The JP office would then know to change the status in the JP system (& will also be made aware of the arrest -which at this point in time the JP offices rarely know of the arrest as we do not receive the original M or F warrants back for weeks, months, or years down the road and sometimes never). The JP office will then be able to begin requesting the return of the original warrant in a timely manner instead of months (or years) later. Foreseeable problem with solution #2: Requires addition step on part of the jail and would require the JP offices to change the status in a timely manner. Solution #3: Request Odyssey add an additional status that the JP offices always use when entering M or F warrants that does not show it as a "New Warrant" but instead simply shows "Warrant Signed". Foreseeable problem' with solution #3: It may not work any better than the way the procedure is set up at this time.

Sheriff Hillhouse – stated they had originally set-up one of the Sheriff's office personnel comes and get a warrant after hours from a JP; the Sheriff's Office will enter that warrant. It will go into all OCA reporting and shouldn't have to worry about these warrants. Any other warrant issued out of the JP office's the Sheriff's Office wouldn't enter it into Odyssey. This should take care of any duplicate warrants.

Wade – asked Kieran how other counties that implemented JP package, how do they handle a situation like this? Kieran – stated he would have to defer to Chris, due to this being his first county with the JP package. Chris – stated he would have to ask how other counties are dealing with this issue. Wade – stated we really need some information on this issue due to the fact that we are not having an IT meeting for three weeks. This is one item that can't just lay out there until our next IT meeting. Ken – stated if we see no movement on the variety of issues that seem to laying there dormant in the next three weeks. There needs to be action done on these issues. These issues we are finding with the blanket statement from Tyler; well we aren't aware of it happening with any other county. We can't be the first county to implement Odyssey; this product has been on the market for 10 years. Wade – stated it seems that Henderson County is the first county to go all Odyssey; this is becoming more and more apparent this has not been implemented in other counties. Kieran – stated there are other counties in Texas that are fully integrated. The issues that are coming up; Kieran can reach out to those counties, but he isn't aware if they are facing the same issues. Wade – stated other counties should be having the same issues as we are with the Sheriff's Department needing to issue warrants after hours. Kieran – asked for the documentation that Kay had provided. Ken – asked Josh to email the issues to Kieran. Wade – stated before we act on anything we want the information on what the other counties are doing. The other counties may already have the fix. Judge Pollock – stated Perdue mentioned something in their meeting about a computer that defendants can login and access our data and download it to their data base. Josh – stated he would talk to Perdue about this. Wade – stated to Kieran you are listening to the Senate Bill 1778. This is the number one item on your list. Kieran – stated the status update it is set to be run on the week of June 20, 2016. Erik will be in contact with Melissa Pace, she works with Perdue. Erik forwarded an email from Melissa to Kieran before leaving on vacation. She was verifying they were going to be able to go-live the week of June 20, 2016. Wade – asked Josh to

contact Melissa and see what they are actually wanting. Wade – asked Josh to expedite to find out what this is. Josh – stated he would get in contact with them.

4. **Consider and Take Action on issues related to Computer Aided Dispatch (CAD) software.**

Wade – asked Christina Teel what is going on with CAD? Christina – stated the IPADs basically everything. Ken – stated it is surprising that the proper representative couldn't be on the call today. This hasn't worked properly since this went into service as of March 2015. This was made a major issue at the last IT meeting. This issue has been going on for over a year at the Sheriff's Office. Ken – asked Chris if he could let us know when the person is available so we can have a special meeting for CAD. Wade – stated we have called people away from their normal jobs to talk about the CAD issue. Wade – stated we are concerned about the future support of our products with Tyler Technologies. The feelings are not good with the support from Tyler. Chris – stated this only second meeting that he has attended and the some of these issues are new to him. He is trying to get movement on these issues. He couldn't get Kelly on this call due to her being tied up in meeting. Wade – stated he told Erik two weeks ago (June 1, 2016) about this meeting and it was set up at that time. Henderson County has been done wrong in this situation. Chris – stated he will speak with Erik. Wade – asked Chris who is Becky? Chris – stated she could be with CAD support, he didn't know. Ken – asked Kieran to go ahead and call Gina and Greg after today's meeting and tell them to set the meeting with Kelly for CAD from Tyler; and call Ken with the information on the meeting. Wade – asked Sheriff Hillhouse if he has any comment with CAD. Sheriff Hillhouse – stated there are still some cases that didn't push when the JP's came up. They still finding cases that had been pushed from CAD over to Odyssey. It is not only the IPADS; there are case numbers out there they know there were reports and they were calls that they can't see in Odyssey, so this is a major issue County-wide if the Sheriff's Office is trying to ask offices for prosecution and they can't see anything on their end, the Sheriff's Office does have a hard copy.

5. **Consider and Take Action on issues related to a presentation from VEMACS/VoteSafe concerning software for the Election Administration Office.**

Wade – stated Denise Hernandez is here to talk about Election Administration due to changes from the Secretary of State concerning how we vote. Denise – stated this is our voter's registration that has been around since they went with Southwest Data we are one of two counties with them as a provider. Southwest Data primarily does appraisal districts. Reports have to done manually. Poll books; when going in to vote they check you in through laptops. Denise – stated they are looking for a new voter's registration system. VOTEC has a voter's registration system plus they have the poll book. The reason she is bringing this to the meeting as of August 31, 2016, we will be losing money from the State for the amount of registered voters there are in the county. We have a little over $14,000.00 we are going to lose August 31, 2016. Wendy Swan and Linda Cummings via phone, VOTEC. They have submitted proposals for the VEMACS which is for voter's registration and VoteSafe electronic that is electronic poll book software. This company has been in business since 1979. They have a renovation coming out at the beginning of next year 2017. This is an oracle data base system. This system allows you to track the voters. The system has history for every registered voter; this system has history of changes of voters whether they move to a new precinct etc., vote history and what election the voter voted in. The system has images when available. Annual ballots by mail is handled from the voter's registration entry. Wade – asked if this is a SAS product or this on premise? This is an on premise system. Wade – asked about the bandwidth use, conversion how Smith County went, hardware requirements, on the oracle data base do we have purchase oracle license just for that data base or it provided with the contract? There are oracle license fees and annual fees as well and it will be within the contract. If a voter moves how do you know the voter moved? The voter would register in the new city and they would upload it to the state. VOTEC takes care of the conversion this is part of their fee. Ken – asked if the data conversion is part of the fee and would be paying on an annual basis. The annual fee is $22,000.00 and does this amount include the conversion? The conversion fee is paid upfront it's not included in the annual fee. How much is the conversion fee? The conversion fee is a onetime charge of $12,000.00. This is subject to a 4% annual increase. Denise – stated VOTEC has support and Southwest Data has no support, and the way laws change the support would be getting the information to the voter's registration office of the changes in the law. Ken – asked how long did it take to run the conversion for Smith County? They will find out how long it took. In the process of conversion they do send a lot of information back to the county and they ask the county to verify what they have. There is always cleanup during conversion and it usually has to do with mapping. Ken – asked how many counties are using VEMACS system in Texas. There are over 30 counties that use this system in Texas. They do have a jury wheel program that works with TEAM. Wade – asked about conversion with images? We have a lot of images that will need to be converted. Wade – stated Smith County store their images separately and was wondering why. Smith County is currently using their system for images now. Ken – asked what kind of images do you support TIF? Do they have to be converted to PDF? They are not PDF's they are TIF images. Ken – asked if this is included in the conversion package of $12,000.00? Wendy – stated that it doesn't cost more than what they charge for the conversion. They have asked CEO John Metcalf to assist with the questions. Josh – asked how many employees do they have? There are 30 employees at this time. Josh – asked during an election how many employees are they going to have working support? There will be probably a minimum of 10 support staff workers during an election. Wade – asked about support staff? John – stated the support staff is eight and on occasion the programmers will help and fill in. Wade – asked if the images are stored in TIF? John – stated that is the standard but can accept other formats. Wade – stated we were discussing installation and conversion charge this is standard if we converted images or not? John – stated that is correct. The conversion has always been straight forward. No charge for image conversion. Wade – asked how long did it take for Smith County to convert to VEMACS? John – stated the average conversion time as little as two weeks. Wade – stated we are with Southwest Data. What is your experience converting Southwest Data? John – stated there have been about six counties that have moved to VEMACS system from Southwest Data. Wade – asked about the 4 % annual increase. John – stated they had gone about 10 years without increasing the fees. Wade – asked about the VOTEC – Poll Books. Wade – with the poll books out in the satellite locations requiring internet

connections. What are we looking at for bandwidth? John – stated they have programs with no more than a few 100 characters. John – asked if we are doing vote centers at this time? We are contemplating vote centers at this time. John – stated they have a lot of experience with installations in Texas and around the country. Josh – stated since we are doing an in-house system. The poll books will be communicating with server with the county? John – stated that is the way they have been doing it. They have just recently started hosting service as well. Ken – wants the pricing on that as well. Josh – asked the package they send out is compact and will up-date all the poll books and let each station know that you have already voted? John – stated that is correct. Josh – stated once sent to the server the server sends it back out to the other locations. John – stated they send out a packet once or twice a minute to each station. Packet size is 200 voters. Ken – asked if their system uses air cards? John – stated have about 6000 units in the field and a quarter of those use air cards. Josh – asked about the packet being sent because data safety-being sent to the server, people not intercepting them or manipulating data etc. What is the protocol for the poll book to connect back to the sever? John – stated they offer https. VEMACS and VoteSafe can be housed on the same server. Ken – stated before we go to a system that is cloud based or being transmitted via remote locations that we can convince the voters that they have nothing to be concerned about voter corruption. John – stated they have dealt with safety issues and will talk with Henderson County with safety concerns.

Josh – stated we may be moving to a system that is out-of-date. Denise – stated they will be updating their system January 2017. Josh – stated he really wants to know more about the upgrade of their system.

6. **Consider and Take Action on connectivity issues related to non-Athens campus location.**
   No updates or change. Will discuss at next I.T. Meeting.

7. **Consider and Take Action on issues related to Morpho Trust finger printing system.**
   Josh- stated he had talked with Jeff Smith about the three laptops. The DDG has issues with the laptop and believed that XP is the problem. Josh – stated he looked at the DDG and connected to it and it is a XP as well. Ken – asked what is DDG? Josh – stated Texas Data Demographic Gateway (DDG). Wade – asked if the Jail system act as a server to the laptops? Josh – gateway all it does is take the data passes it back and forth; it talks to Odyssey, and it talks to the laptops and it also talks to the State. Wade – asked if the laptops go to the State and then come back to the DDG? Josh – stated they create a case in Odyssey and deposition, is the booking process, they put the information in when submitted from Odyssey it sends that file over to the DDG, the laptop looks on the DDG for that person, they scan the fingerprints on machine itself and submit it and it goes back to the DDG. Wade – asked how does it impact the process as far as the time and efficiency doing it manually? Pam – stated doing the fingerprints electronically takes about five minutes; doing fingerprint manually takes about 45 minutes. Josh – stated they are going to have a conference call with Morpho Trust, Chris Ricci, Dustin Myers and Jeff Smith Monday June 20, 2016, at 10:00A.M.

8. **Consider and Take Action on issues related to the automation of County payroll system.**
   They are going to Denton County Thursday June 23, 2016 @ 10:00A.M.

9. **Consider and Discuss IT Director Report.**
   Passed. Will discuss at next I.T. Meeting.

10. **Motion made by Clint Davis and seconded by Botie Hillhouse to adjourn the meeting @ 4:39P.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.