

STATE OF TEXAS §

COUNTY OF HENDERSON §

BE IT REMEMBERED, that the Henderson County I.T. Committee met in Regular Session on August 3rd, 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	SHERIFF
WADE MCKINNEY	COMM. PCT. #2, CHAIRMAN
SCOTT MCKEE	DISTRICT ATTORNEY
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 Pollock, J. P. #2, Judge Duncan, J. P. #3; Diane Russ, County Attorney's office; Greg Wallace, Kieran Hill, Eric Garcia and Erik Ernst, Tyler Technologies via phone; Susan Cochran, County Clerk's office; Jane Crouch, Auditor's Office; Betty Herriage, District Clerk's office.

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 Sheriff Hillhouse and seconded by Judge Barnett, to approve I. T. Minutes from previous meeting held July 20th, 2016. Item passes.

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

Erik – **financials** – stated these are the final financials throughout the duration of the project. There will be no more invoices coming in after this point. Erik – stated they came in slightly under budget. Wade – stated Phase One cost us \$535,422.00 and Phase Two and \$193,175. 00 and the completion total is \$902,806.00. Wade – stated the entire county believed that Henderson County would be able to come in under budget. The motivation was to get everyone on board to save more money if Henderson County could make it as smooth as possible. Wade – stated Henderson County went above and beyond to assist and in his opinion Tyler came up short.

Susan – **e-filing** – stated she got to spend an hour on the phone with Evan, and got an incredible amount of work accomplished with him, almost all of the testing went through, and it is doing really well. Susan spoke with Evan on the phone yesterday (August 2nd, 2016) and got some more testing done. It looks like we will have e-filing going to **PROD** on August 16th, 2016. Susan – stated she has a few quirks with fees that she is working on with Jane, and will have them on the system this afternoon (August 3rd, 2016). E-filing will be good to go by August 16th, 2016. Wade – asked if working with Evan was much easier than working with Derl. Susan – stated Evan was wonderful and it was so much easier to work with him on the phone having them right there to ask questions, and for him to answer the questions. He was very nice. Having the questions answered immediately was great. They got this fixed in an hour and ten minutes. Ken – stated that shortened the billable hours.

Wade – asked Diane about **e-Discovery**. Diane – stated it is going well, she hasn't heard anything from anyone. The DA's office is up and going. Scott – stated yes e-Discovery is up and going. Scott – stated some defense attorneys

aren't signed up. Scott – stated he, Josh and Clint are presenting to the Bar Friday (August 5th, 2016) to educate attorneys about e-Discovery.

Wade – asked which version of Odyssey we are currently on? Erik – stated we are currently on 2013.0.100 version. Wade – asked what is the latest 2014 version. Erik – stated he didn't think the latest would be the best version. Wade – asked what is the best version for Henderson County to go to? Erik – stated 2014.0.66 will be the recommended version for Henderson County. Wade – stated Henderson County does not want to be a TEST site. Wade – asked once we get Phase Two completed, how long from then is the recommendation for the next version? Erik – stated as soon as the county is comfortable, you can put in a request for the upgrade. It is a matter of a week or two after the county authorizes it. Erik – stated the new version will go into the TEST site first, and they will give a TEST plan to the county and it will stay in the TEST site until the County states for it to go into PROD.

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

Wade – stated the list of issues is shorter. Kieran – stated ODY-215542 is the financial update that is run continuously at the request of the county. The most recent run was on Tuesday (August 2nd, 2016) and is ready for client review. Kieran – stated the next issue pertains to SB1778. This is a project action item. ODY-219154 was created to address an issue that was found when they were configuring this report. This issue is line item #17. Whatever cases that are in collection are still showing up on SB1778 report. They are addressing it right now with the conversion architect. Wade – stated our people were asked to review the collection material. Is this a part of that? Erik – stated yes it is. This is based on feedback from the JP offices. Judge Barnett – asked if Eric Garcia on the call? Erik – stated he had to drop off the call for another meeting. Wade – stated we have been having these meeting for two (2) years, and why would they schedule a short window for our meetings. Erik – stated he had asked Eric Garcia to attend this meeting, but he already had a meeting scheduled at 2:00p.m. Judge Barnett – stated they ran the data and went through case by case, 277 pages with 9 to 10 cases per page. Is Tyler is going to be able go in and repair everything so they do not have to go back in every case? How long will this take? Will we have to go back and check every case or will everything be taken care of on all the cases? Erik – stated based on the feedback Eric Garcia stated he had put in an issue on Monday August 1st, 2016 and they have already started work on the script to correct the issue, and it has been run in the TEST system. That is an update as of 12:56p.m. today (August 3rd, 2016). Erik – stated he would look at the spread sheet that has the list of cases in the TEST environment. Judge Barnett – asked about the time-line on getting the issues fixed? Erik – stated it has been run in TEST today (August 3rd, 2016). Erik – stated he would go through this and would have Eric Garcia go through the list, and can send the list to the JP Office's today (August 3rd, 2016), if they would look at and send it back to them, if it looks good they will go ahead and run it in PROD. Judge Barnett – asked if the other offices are like this? Erik – stated it is not because of the JP #6 conversion; it was just easier to go with a targeted office to get the review done. It was a universal issue and all offices will be fixed at the same time. Erik – stated this could be as early as tomorrow (August 4th, 2016); these issues could be closed out and sent to PROD. OCA Reports is an individual issue for each office and has to be looked at separately. Eric Garcia re-joined our meeting per Greg. Erik – stated he was looking at 2191514. It was run in TEST and Judge Barnett question is have you just been working with JP #5 on this issue? Eric Garcia – stated CJ is going to work on this today (August 3rd, 2016). Erik – stated he ran the SB1778 report and the total cases showed up that are already in collections. They will test these in TEST and get them to PROD. There should be a lot of cases on the report. This will be a fix in all offices. Judge Pollock – asked if this is a universal issue that was found. Eric Garcia – stated it was universal, it was cases that were already sent to collections, and they weren't flagged during the conversion process. They show up on the reports when they shouldn't, it is universal to all JP offices. Judge Barnett – stated just on the collections report was the 277 page and has 9 to 10 cases per page. Wade – stated we are spending money on this issue. Judge Pollock – asked is this going to fix the OCA reports? Eric Garcia – stated that is another issue, they have been working on the issues to get the OCA reports corrected. At this point each office can run their OCA report. Erik – asked each to run an OCA report and he asked them to run a report in Odyssey for April 2016 and compare it to their report that was last done on the old system and get back with him. Alana is the only one that has gotten back with him at this point (August 3rd, 2016). She sent him the report from the old system with case numbers and examples. The next thing is to look at report and compare it with Tyler's, and try to get numbers to match up correctly a balancing effort. Judge Barnett – stated the only thing that matches on the April report is the dollar amount; nothing else matches from NetData to Odyssey. Judge Pollock – stated neither does JP #5. Erik – stated when they submitted the OCA prior to Odyssey they would run the report from NetData as a guideline and use some manual accounts that they did that would go to the OCA website and then submit the numbers. They never really trusted the numbers out of NetData, but would use it as a guideline. They were also keeping manual tallies. They would run the report and tweak it with their manual tallies, and go to the OCA website and get their numbers. Erik – stated he doesn't know if they will ever get an exact match but it close to what was submitted to OCA. Erik – stated he would trust the Odyssey numbers more than the numbers out of NetData. Judge Pollock – asked when Eric asked the JP offices to run the April report. Eric Garcia – stated it was early yesterday (August 2nd, 2016) or it could have been Monday (August 1st, 2016). Judge Barnett – asked Jennifer to explain what is going on with the OCA reports. Jennifer – stated on the OCA reports Judge Barnett was talking about a different report than Odyssey. Jessica – stated Erik was right the OCA reports were never right out of NetData since they started running them in 2011. The Odyssey numbers will be more reliable than NetData numbers. On the OCA collection and improvement report all the numbers are wrong. Wade – asked Jennifer how far off were the numbers in NetData? Jennifer – stated way off, NetData was an outdated system and couldn't pull all the numbers needed for the report. Wade – stated our base line is not any good. Jennifer – stated not on the monthly reporting, but on the collection and improvement report those numbers were always correct. Wade – asked if the Odyssey improvement and collection report still off from NetData? Jennifer – stated it is off, but not by a lot just a few hundred dollars. Jail credit did not report on that report in April. Wade – asked Tyler if they were getting the information. Erik – stated there was a

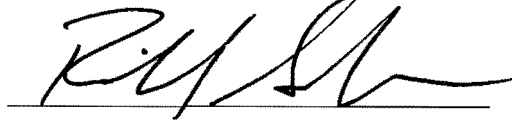
revision on the collection and improvement report, this should fix everything and doesn't require revision upgrade. Eric Garcia – stated it an update report that needs to be loaded into our system, and they are working on that today (August 3rd, 2016). It was missing a couple of columns. Eric Garcia – stated what would change is the numbers on both of the OCA reports. He will need to meet with each JP Office and look at the old OCA reports and compare them with the Odyssey OCA report and figure what needs to be changed to get the numbers closer. This would be a form of mapping, changing something in the background to make it perform correctly. Erik – stated to Judge Barnett what they would do when they get the new version of the collection and improvement report run. They will run the same time period and look at the numbers and see what the differences are. If they have to fix anything from there they can. Judge Barnett – stated he wanted to ask about the collection and improvement report. Erik – stated let them get the new version installed and they will run their report versus the one Judge Barnett has to check for the differences in the reports. Judge Barnett – stated they are frustrated because they can't do what is supposed to be done. Jennifer – stated JP #5 may have 30 small claim cases pending and the report is showing they have over 1,000 pending. Judge Duncan – stated it shows the same in JP #3. Erik – stated he apologizes for pain this is causing right now. They are trying to avoid getting into a situation where; for instance the NetData report wasn't able to function correctly, so they had to do a work around. There is some pain here; we are trying to get to a point, once we are through this, the numbers are good and everyone is comfortable with the numbers. This will be an automatic process and we won't have to make sure the numbers are right. Judge Pollock – stated the OMNI reports have been closed out, but the clerks are still having issues with the OMNI reports. Wade – asked Erik if there was any word on this issue? Eric Garcia – stated he hasn't heard of any issues. Judge Pollock – some of the other JP offices were saying they had run the OMNI report and there were issues. Judge Pollock – stated they were having issues with an e-ticket they can't download from the Highway Patrol, because it is stating it isn't a Class C, and the charges are possession or delivery of drug paraphernalia. They think it is the delivery that is holding it from downloading. They have received some stating possession of drug paraphernalia and that is going through. Erik – asked if this has been submitted. Judge Pollock – stated this has not been submitted. The issue with envelopes has been closed out as of today (August 3rd, 2016). There is an issue with truancy cases that needs to be expunged. Aundrea is working on a tool to be able to give a list of cases that need to be expunged that haven't been. Eric – asked the number of the citation that won't go through? Judge Pollock – stated he didn't have the number of the citation, but to call Karen Jones she would have that information. Judge Pollock – stated he appreciates the attention that has been given to their cases. He feels that things are being taken care of. Josh – stated JP #1 is still doing a lot of clean up on cases. Dana – stated she hasn't been receiving any emails from Eric Garcia. Eric Garcia – stated he would make sure she receives the emails. Dana – stated the only issues they have been having is the internet service issues. There may be no internet for maybe a half a day at a time. Wade – asked Dana to log those events and get the information to the committee. Dana – stated she has been logging the issues for the last two weeks. Dana – stated the only thing they are waiting on is getting the OCA reports submitted. No major problems. Erik – stated the weekly status meeting is on Thursday afternoon and this doesn't work for JP #5. Erik – asked Kieran can we get a new time for status calls? Kieran – stated any day but Tuesdays he would be available. Judge Barnett – asked if it would be possible to make phone calls throughout the week to each JP office to see how everything is going, instead of having everyone at the same time. Kieran – stated he could definitely do that and at the end of the week send a summary out of any issues encountered by the JP offices so they will be on the same page. Wade – asked how does that work with continuity? What he is afraid of is you will be repeating the same issue five (5) times. There would be an opportunity to help one another by continuing the status calls. Erik – suggested if there is something additional that needs to be discussed after the status call ask Kieran to call. Jennifer – stated she hasn't been receiving emails on the weekly status calls, and didn't know they were having the status calls. Jennifer – this would work for her if she had other questions after the status call she could have Kieran call her. Dana – stated this would for her as well. Kieran – stated he would send an updated issue list out of the day before the status call, will send a second reminder 30 minutes before the status call. Wade – stated the status calls for the JP offices will be Wednesday's at 1:30 P.M. Jane – stated she wanted to be added on the status calls with the JP offices. Judge Duncan – stated court cost and fines didn't pull over in the conversion on a case, and a case filed with it, same defendant, it pulled over fine. They sent a support ticket on July 26th, 2016. Tyler got back with them on August 2nd, 2016 and sent it to triage, ticket #4960619; this ticket was sent to development. Wade – asked if there was a ticket from JP #3 considering court cost. Erik – stated he would make sure this gets followed up on, and get a status back to Judge Duncan. A nuisance animal report appeared on the DL18 report, these report go to the state. County ordinances; nuisance animal reports don't go to the state. Wade – asked if there is a way to condense these reports? Erik – stated no these are system coded reports. These can be run as a csv file and be opened up in excel, this seems to condense it. Erik – stated there is no way to shorten reports. Wade – asked about custom reports. Erik – stated a custom report may look the same as well. Wade – stated he was under the impression you could customize the reports from Odyssey. Erik – stated you can build you own reports if you have someone on staff to do that, and there is training offered for that. Wade – stated once we get Odyssey settled, you will offer training on building our own reports. Erik – stated there a training classes offered that are fee based.

4. Consider and Discuss IT Director Report.

Josh – stated he had a meeting with Google, when the county moved the in-house mail server to being hosted with Rack-Space. The cost is \$2.00 a box for hosted email. This allows users to have access to their emails remotely. Google has made a run for us to become a google entity for our email hosting. Google cost is \$2.50 a box. There are a lot features and functions with Google. The value makes it hard not to take. The \$30,000.00 price tag they will give to the county free for 4 years.

5. *Motion made by Judge Barnett and seconded by Mary Margaret Wright to adjourn the meeting @ 3:10 P.M. Voted unanimously by those present.*

Read and Approved:

A handwritten signature in black ink, appearing to read 'R. Sanders', is written over a horizontal line.

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.

Henderson Monthly Detail						
Actuals Through 7/31/2016						
	Rate	Budget Hours		Actuals To Date		Variance -
		Cost	Hours	Cost	Hours	Cost
Services						
Project Management	170	\$ 161,500	950	\$ 161,500	950.0	\$ -
Business Process Review	155	\$ 9,920	64	\$ 8,990	58.0	\$ 930.00
Deployment	155	\$ 3,720	24	\$ 3,720	24.0	\$ -
Phase 1 - ICJ						
Setup, Configuration, Consulting	155	\$ 148,025	955	\$ 148,025	955.0	\$ -
Data Conversion	155	\$ 201,500	1,300	\$ 201,462	1299.8	\$ 37.82
Training & Go Live Assistance	149	\$ 184,462	1,238	\$ 184,462	1238.0	\$ -
VINES Setup and Configuration	155	\$ 1,473	10	\$ 1,473	9.5	\$ -
Phase 2 -Justice Courts						
Setup, Configuration, Consulting	155	\$ 84,165	543	\$ 84,165	543.0	\$ -
Data Conversion	155	\$ 86,180	556	\$ 86,064	555.3	\$ 116.25
Training & Go Live Assistance	149	\$ 22,946	154	\$ 22,946	154.0	\$ -
Totals - Multi-Phase Services		\$ 175,140	1,038	\$ 174,210	1,032.0	\$ 930
Totals - Phase 1		\$ 535,460	3,503	\$ 535,422	3,502.3	\$ 38
Totals - Phase 2		\$ 193,291	1,253	\$ 193,175	1,252.3	\$ 116
Total Services		\$ 903,891	5,794	\$ 902,806	5786.5	\$ 1,084
Total Billable			5794	\$ 902,806	5786.5	
Non-Bill Hours						
Project Management					1516.0	\$ -
Data Conversion					276.5	\$ -
Setup, Configuration & Consulting					1896.5	\$ -
Training and Go Live Assistance					626.0	\$ -
Total (Non-Bill / Included)			0		4315.0	\$ -
Grand Total		\$ -	5,794	\$ 902,806	10,102	\$ -



Act to Bud		Remaining Work		Est @ Complete		Var @ Complete	
Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
0.00	\$ -	0.0	\$ 161,500	950.0	\$ -	0.0	
6.00	\$ -	0.0	\$ 8,990	58.0	\$ 930	6.0	
0.00	\$ -	0.0	\$ 3,720	24.0	\$ -	0.0	
0.00	\$ -	0.0	\$ 148,025	955.0	\$ -	0.0	
0.24	\$ -	0.0	\$ 201,462	1299.8	\$ 38	0.2	
0.00	\$ -	0.0	\$ 184,462	1238.0	\$ -	0.0	
0.00	\$ -	0.0	\$ 1,473	9.5	\$ -	0.0	
0.00	\$ -	0.0	\$ 84,165	543.0	\$ -	0.0	
0.75	\$ -	0.0	\$ 86,064	555.3	\$ 116	0.8	
0.00	\$ -	0.0	\$ 22,946	154.0	\$ -	0.0	
6.0	\$ -	-	\$ 174,210	1,032.0	\$ 930	6.0	
0.2	\$ -	-	\$ 535,422	3,502.3	\$ 38	0.2	
0.8	\$ -	-	\$ 193,175	1,252.3	\$ 116	0.8	
7.0	\$ -	0.0	\$ 902,806	5786.5	\$ 1,084	7.0	
	\$ -	0.0	\$ 902,806	5786.5	\$ 1,084	7.0	
(1,516.00)		0.0		1516.0		(1516.0)	
(276.50)		0.0		276.5		(276.5)	
(1,896.50)		0.0		1896.5		(1896.5)	
(626.00)		0.0		626.0		(626.0)	
-1,516.0		0.0		4315.0		-4315.0	
-1,792.5	\$ -	0	\$ 902,806	10,102	\$ 1,084	-4,308	