DU PAGE COUNTY
Technology Committee
Final Summary

Tuesday, September 3, 2024	11:00 AM	Room 3500B

1. CALL TO ORDER

11:00 AM meeting was called to order by Vice-Chair Eckhoff at 11:04 AM.

MOTION TO ALLOW REMOTE PARTICIPATION

Member Rutledge moved, seconded by Member Gustin, to allow remote participation. All ayes. Motion carried.

2. ROLL CALL

PRESENT	Berlin, Cronin Cahill, Eckhoff, Galassi, Gustin, Henry, Kaczmarek, Rutledge, and White
ABSENT	Carrier, and Jorgensen
REMOTE	Yoo

3. CHAIRWOMAN'S REMARKS - CHAIR YOO

No remarks were offered.

4. PUBLIC COMMENT

No public comments were offered.

5. APPROVAL OF MINUTES

5.A. **24-2326**

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, August 20, 2024

Attachments: 2024-08-20 Technology Minutes (Summary)

RESULT:	APPROVED
MOVER:	Robert Berlin
SECONDER:	Grant Eckhoff

6. PROCUREMENT REQUISITIONS

6.A. **24-2293**

Recommendation for the approval of a contract purchase order to SHI International Corp, for the procurement of Absorb Software Inc. annual hosting with premium support, for Information Technology, for the period of September 14, 2024 through September 13, 2025, for a contract total amount of $25,980; in compliance with 30 ILCS 525/2

"Governmental Joint Purchasing Act" - Omnia Partners - IT Solutions Contract #2018011-02.

Attachments: SHI (Absorb Software Hosting & Support) - PRCC
SHI (Absorb Software Hosting & Support) - Quote #25014148
SHI (Absorb Software Hosting & Support) - Omnia Contract #2018011-02
SHI (Absorb Software Hosting & Support) - Omnia Contract #2018011-02 Amendment #6
SHI (Absorb Software Hosting & Support) - VED

RESULT:	APPROVED
MOVER:	Gwen Henry
SECONDER:	Sheila Rutledge

7.   IT PROJECT UPDATES

Mr. McPhearson provided the committee with an IT Project Update, as attached hereto.

Mr. McPhearson discussed the Dayforce ERP implementation, noting that the go-live date is currently tentative. Mr. Kottmeyer said the implementation must be completed by the quarter. He said he is pushing for the second quarter of 2025 due to timing of necessary training and the release of W2s. Deputy County Clerk Johnson asked the likelihood of the go-live happening October 1st, to which Mr. Kottmeyer responded it will definitely not happen by October 1st.

 Member Henry asked who is involved with the FOIA request tool project. Mr. McPhearson responded that Mr. Kottmeyer, ASA Conor McCarthy, and other leadership are involved. Mr. Kottmeyer said leadership is holding a meeting internally to research funding and to discuss if an annual fee is worthwhile or if the current manual process is sufficient.

Chairwoman Yoo said McHenry County reached out to her stating they had started their AI guidelines and are using NACo's as a starting point, and she wonders if we can look at both to see what they are doing. She also said she was at the DuMAT cybersecurity meeting, which she feels is a great start to our cybersecurity task force. She said she thinks DuMAT will become very important over time, as it is only a matter of time before another attack will occur with one of our partner agencies. Mr. McPhearson said staff has looked at quite a few AI policies, including San Jose, which is one of the best available, but they will also take a look at those from McHenry County and NACo.

24-2327
IT Project Updates

Attachments: DuPage County Tech Committee Project Updates_9-03-24

8.   OLD BUSINESS

Member Galassi said it is great to see departments coming in under budget and she congratulated

Mr. McPhearson on that. However, she said the IT surplus seems to be getting larger each year, which means staff is doing a great job being efficient, but the County is dealing with a shortage in the budget and is trying to tighten up budgets. She asked if staff would provide year-to-date 2024 actuals and how it compares to the budgeted amount so we can see if the trend is continuing with the surplus. Mr. McPhearson said he shared a memo that highlights the actual numbers from FY2023 and yes, he will share the FY2024 actual numbers with members. Mr. Burnson said he will work with managers on the forecast for the remainder of the year and get those numbers out. Mr. McPhearson also noted that some of the amounts are ARPA-related while others are related to personnel and open positions.

Member Cahill discussed the $1.8 million in prepaid credits. Mr. McPhearson said those were added after the previous year's budget was closed and was handled by Finance. He and Mr. Burnson explained that it has been a process with the accounting changes Finance has been implementing.

9.   NEW BUSINESS

No new business was discussed.

10.   ADJOURNMENT

With no further business, the meeting was adjourned.