



# DU PAGE COUNTY

## Technology Committee

### Final Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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Tuesday, May 21, 2024

11:00 AM

Room 3500B

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#### 1. CALL TO ORDER

|                |   |
|----------------|---|
| <b>PRESENT</b> | Berlin, Cronin Cahill, Carrier, Eckhoff, Galassi, Kaczmarek, Rutledge, White, and Yoo |
| <b>ABSENT</b>  | Henry, and Jorgensen  |
| <b>REMOTE</b>  | Gustin  |

#### 2. ROLL CALL

##### MOTION TO ALLOW REMOTE PARTICIPATION

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

#### 3. CHAIRWOMAN'S REMARKS - CHAIR YOO

Chair Yoo welcomed and introduced new Deputy Chief Information Officer Richard Burnson. She then advised the committee that CIO Anthony McPhearson would provide an update on the new ERP implementation later in the meeting.

#### 4. PUBLIC COMMENT

No public comments were offered.

#### 5. APPROVAL OF MINUTES

##### 5.A. [24-1551](#)

Approval of Minutes for the Technology Committee - Regular Meeting - Tuesday, April 16, 2024

**Attachments:** [2024-04-16 Technology Minutes \(Summary\)](#)

|                  |                       |
|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Kathleen Carrier      |
| <b>SECONDER:</b> | Cynthia Cronin Cahill |

#### 6. PROCUREMENT REQUISITIONS

##### 6.A. [24-1465](#)

Recommendation for the approval of a contract purchase order to Business Software, Inc., for the annual maintenance of the BSI Tax Factory Payroll Tax Calculation and Compliance Software, for Information Technology. This contract covers the period of June 15, 2024 through June 14, 2025, for a total contract amount of \$16,284.74. Exempt

from bidding per 55 ILCS 5/5-1022 (d) - IT/Telecom purchases under \$35,000.00.

Mr. McPhearson explained that Human Resources uses BSI Tax Factory once per year with the HR/Payroll software. He said this software and cost will go away after this year, following the implementation of the new ERP system.

**Attachments:** [BSI - PRCC](#)  
[BSI - Invoice #LUC-24375](#)  
[BSI - VED](#)

|                  |                  |
|------------------|------------------|
| <b>RESULT:</b>   | APPROVED         |
| <b>MOVER:</b>    | Sheila Rutledge  |
| <b>SECONDER:</b> | Kathleen Carrier |

## 7. INFORMATIONAL ITEMS

### 7.A. [DT-P-0031-24](#)

Recommendation for the approval of a contract to Carahsoft Technology Corporation, for Fleet tracking equipment and service agreement, for the Division of Transportation, for the period June 1, 2024 through May 31, 2025, for a contract total not to exceed \$46,144.05; "Contract pursuant to the Intergovernmental Cooperation Act (NASPO)".

**Attachments:** [Carahsoft Checklist](#)  
[Carahsoft Quote](#)  
[NASPO Contract #AR2472](#)  
[Carahsoft Vendor Ethics](#)

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | INFORMATION RECEIVED AND PLACED ON FILE |
| <b>MOVER:</b>    | Kathleen Carrier                        |
| <b>SECONDER:</b> | Sheila Rutledge                         |

### 7.B. [FI-R-0078-24](#)

Acceptance and appropriation of the Illinois Court Technology Modernization Program Grant PY24 - Agreement No. TM24-082, Company 5000 - Accounting Unit 5925, \$346,906. (18th Judicial Circuit Court)

**Attachments:** [AU5925 TM24-082 FY24 Resolution Attachment I Budget-24.05.07.pdf](#)  
[AU5925 TM24-082 FY24 Resolution Attachment II Agreement-24.05.07\\_Redacted.pdf](#)

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | INFORMATION RECEIVED AND PLACED ON FILE |
| <b>MOVER:</b>    | Kathleen Carrier                        |
| <b>SECONDER:</b> | Sheila Rutledge                         |

### 7.C. [JPS-P-0016-24](#)

Recommendation for the approval of a contract to JusticeText, Inc., for the purchase of audiovisual evidence management software licenses, for the Public Defender's Office, for the period July 1, 2024 through June 30, 2025, for an amount not to exceed \$45,000. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids - Sole Source. (Public Defender's Office)

**Attachments:**     [JusticeText - PRCC.pdf](#)  
                              [JusticeText Software License Agreement - DuPage County 2024.pdf](#)  
                              [Sole Source - JusticeText.pdf](#)  
                              [Ethics Disclosure - JusticeText.pdf](#)

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| <b>RESULT:</b> INFORMATION RECEIVED AND PLACED ON FILE |
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## 8.    **OLD BUSINESS**

Mr. McPhearson discussed the extension of the HR/Payroll implementation of the Dayforce system. He said the implementation team decided that additional time is necessary to complete the implementation with the addition of 45 Regional Office of Education employees that were not part of the original scope. He said the team also decided to take more time for user acceptance testing and training. He said instead of going live July 1, they are confident they will be able to go live on October 1. He said due to the payroll process, we have to go by quarterly cycles, which is why it is October 1 and not sooner.

## 9.    **NEW BUSINESS**

Member Rutledge welcomed Deputy CIO Richard Burnson and asked that he provide a scope of his work to the committee. Mr. Burnson said within the IT organization, he reports directly to Mr. McPhearson and that the Network, Operations, and Telecom teams report directly to him. He said he will also oversee day-to-day operations. Mr. McPhearson said we are making some adjustments to fit Mr. Burnson's skill set and experience to the role. He said 60-70% of his time will be spent on daily operations, though he will oversee the budget and do work on the strategic side as well.

## 10.   **ADJOURNMENT**

With no further business, the meeting was adjourned.