

SCOTT EMERGENCY COMMUNICATION CENTER (SECC) BOARD

Board Room, 1st Floor, Scott County Administrative Center,
600 West Fourth Street, Davenport, Iowa

JUNE 28, 2012 at 5:30 p.m.

MEETING AGENDA

1. Roll Call: Gallagher, Gluba, Lehman, O'Boyle, Sunderbruch
Ex officio members: Bruemmer, Frederiksen, Malin, and Ploehn
2. Pledge of Allegiance
3. Approval of Minutes
4. Approval to purchase software licensing. (Matt)
5. Recognition of graduates from Leadership Summit. (Mary)
6. Approval of merit increase for Scott Emergency Communications Director.
7. Director's report
8. Next meeting date – July 26, 2012 at 5:30 p.m.
9. Adjourn

MINUTES
SCOTT EMERGENCY COMMUNICATION CENTER (SECC) BOARD
THURSDAY, MAY 10, 2012, 6:00 P.M.

Board Members present: Bob Gallagher Jr., Bill Gluba, James Lehman, Marty O'Boyle, and Tom Sunderbruch.

Ex Officio members present: Dee Bruemmer and Decker Ploehn.

Staff present: Brian Hitchcock, Gloria Fitzpatrick, and Annie Nugent.

Moved by O'Boyle, seconded by Gluba approval of the minutes of the April 5, 2012 SECC meeting. All ayes.

Moved by Lehman, seconded by Gallagher the approval of purchasing from Nelson Systems Inc an upgrade/installation package for the back-up 911 recording system in the amount of \$12,697.00. All ayes.

Moved by Gluba, seconded by Lehman the approval of purchasing from Racom Communications an upgrade/installation package for the back-up 911 radio system in the amount of \$50,886. All ayes.

Moved by O'Boyle, seconded by Lehman the approval of purchasing from CenturyLink an upgrade/installation package for the back-up 911 phone system in the amount of \$98,671. All ayes.

The next meeting was tentatively scheduled for Thursday, May 31, 2012, at 5:30 p.m.

Moved by Gluba, seconded by Lehman adjournment of the meeting at 6:55 p.m. All ayes.

These minutes are subject to approval at the next regularly scheduled meeting.

Respectfully submitted by,

Annie Nugent
Administrative Assistant

Attested by,



Dr. James Lehman
Secretary/Treasurer

R E S O L U T I O N

SCOTT EMERGENCY COMMUNICATION CENTER BOARD

JUNE 28, 2012

A RESOLUTION APPROVING THE PURCHASE OF MICROSOFT LICENSES AND
SOFTWARE MAINTENANCE

BE IT RESOLVED BY the Scott Emergency Communication Center Board as follows:

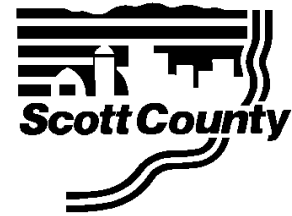
Section 1. The purchase of Microsoft licenses and software maintenance from Insight
in the amount of \$95,218.66 is hereby approved.

Section 2. This resolution shall take effect immediately.

INFORMATION TECHNOLOGY

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June 19, 2012

To: Brian Hitchcock, SECC Director
 From: Matt Hirst, Scott County Information Technology Director
 Subject: Approval of Purchase of Microsoft Licenses and Software Maintenance

A quote for Microsoft licenses and software maintenance from Insight has been received. Microsoft software including Exchange, Office, Windows Server, SQL, and Terminal Services are the components upon which the technology environment at SECC is built.

Microsoft licenses and software maintenance detailed below is sole sourced through a State of Iowa contract with Insight. This contract provides to SECC Microsoft "Level D" pricing typically only provided to organizations with 15,000 plus licensed desktops.

The quote summary from Insight for these licenses and software maintenance is as follows:

Insight Part ID	Mft Part ID	Part Description	Unit Price	SECC Quantities	Price
M229887	394-00529	MSelect Exchange LIC/SA User CAL Single Lang	65.89	61	\$4,019.29
M230049	269-05557	MSelect Office Pro Plus 32 Bit Win LIC/SA Single Lang	\$522.41	61	\$31,867.01
M230141	H30-00255	MSelect Project Pro 32 Bit Win LIC/SA w/ 1 Project Server CAL Single Lang	\$919.44	4	\$3,677.76
M230329	D87-01099	MSelect Visio Pro 32 Bit Win LIC/SA Single Lang	\$471.63	4	\$1,886.52
M230412	R18-00130	MSelect Windows Server Wnt LIC/SA User CAL Single Lang	28.41	61	\$1,733.01
M230407	P73-00205	MSelect Windows Server Standard Wnt LIC/SA Single Lang	\$708.11	25	\$17,702.75
M230399	P72-00167	MSelect Windows Server Ent Wnt LIC/SA Single Lang	\$2,301.09	7	\$16,107.63
M267843	6VC-01287	MSelect Windows Remote Desktop Services CAL LIC/SA	\$82.57	61	\$5,036.77
M270378	FQC-03028	MSelect Windows Pro Upg/SA w/MDOP Single Lang	\$206.26	30	\$6,187.80
M299679	7NQ-00300	MSelect SQL Server Std Core LIC/SA 2 Lic Core Lic Single Lang	3500.06	2	\$7,000.12
				TOTAL	\$95,218.66

It is recommended that the SECC Board approve the bid from Insight in the amount of \$95,218.66. While Insight is the only reseller of the Microsoft product line identified for SECC/Scott County through the State of Iowa Microsoft Select Contract, this price offers the best pricing available to SECC/Scott County through any vendor or contract.

Microsoft software maintenance provides SECC with the following abilities:

- Upgrade 61 end-user to the latest Office Suite
- Upgrade 32 servers in use at SECC to the latest Network Operating System.
- Upgrade 61 Exchange Clients to the latest mail client.
- Upgrade 61 Network clients to the latest client.
- Provide home use rights to the Office Suite for licensed SECC employees
- Provide access to Microsoft problem resolution support at no charge
- Provide technical training benefits to SECC staff

Budget dollars are available in the SECC CIP budget to fund the cost of this software license maintenance.

HUMAN RESOURCES DEPARTMENT
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Date: June 12, 2012

To: SECC Board of Supervisors

From: Mary J. Thee, Human Resources Director/Asst. County Administrator

Subject: Leadership Summit Graduates

Scott County initiated a Leadership Summit in 2008 to address our long term succession planning. The goal was to build upon the skill set of our current employees as our future leaders. Scott County has held four separate classes. In the last class three SECC employee's participated and we'd like to recognize their graduation. They are Brian Hitchcock, Michelle Conklin and Andrea Hythecker.

In order to qualify for the graduation, attendees needed to participate in all 4 sessions. Prior to their trainings they took a "Knowledge for Leaders" test and participated in a 360° Evaluation where 10 of their co-workers/subordinates/customers/supervisors anonymously evaluated them. They then went through a 2 day training where their knowledge was challenged with their performance. The group then attended two day long workshops on "Communicating Effectively" and "Coaching and Counseling".

The completion of the four days of training really only begins their leadership journey. "Lunch & Learn" training sessions for supervisors are designed to address issue identified in the "Knowledge for Leaders" testing process. We are working with departments to identify participants for a summit this October.

R E S O L U T I O N

SCOTT EMERGENCY COMMUNICATION CENTER BOARD

June 28, 2012

APPROVING THE MERIT INCREASE FOR BRIAN HITCHCOCK, SCOTT
EMERGENCY COMMUNICATION CENTER DIRECTOR

BE IT RESOLVED BY the Scott Emergency Communication Center Board as follows:

Section 1. That following the annual performance review of Brian Hitchcock, Director for the Scott Emergency Communication Center a two percent (2%) general wage increase is hereby approved.

Section 2. This resolution shall take effect March 30, 2012.