OAKLAND COUNTY
Information Technology Leadership Group
Meeting Agenda

LEADERSHIP GROUP: LAND	**MEETING DATE: 7/27/2021**
GOAL(S): To help direct and allocate valuable IT development resources to initiatives and projects that are the most beneficial to the County organization.	
TIME: 3:00PM	**LOCATION: Via Microsoft Teams Meeting**

NEXT MEETING DATE:	10/26/2021	**TIME:**	3:00PM

Roll Call- All Departments represented and present except Economic Development & Community Affairs, and Parks & Recreation.

Call to Order

1. Approval of Minutes from April 27, 2021 Meeting-**Approved**

2. **Review 2021-2022 Master Plan Quarterly Status Report**:
   a. **Vacant position report**
      At 18 total vacant positions. For 11% vacancy rate.
      Since last quarter 1 position filled, and 1 retired.

   b. **Review Planned Maintenance/Upgrades**-
      CAMS 15.4 Cloud Upgrade Phase- Scheduled for 9/16 Go Live.

   Master Plan Activity Status
   - #1- EH Enterprise Imp-Accela- Retired IMS. Go Live by end of the year.
   - #2- Tax Management System- UAT & vendor remediation in progress.
   - #3- RCOC Traffic Signal Management- completed the application setup and training for RCOC office staff. Completed the loading & configuration for all traffic signal documentation to support field staff.
   - #4a- LAMS Rewrite Phase 2-Development for phase 3 modules 5 & 6 in progress, modules 9 & 10 completed. Testing to begin.
   - #5- WRC NorthStar Replacement Phase 1- Of the RFP responses, 4 vendors were shortlisted and the demos for all 4 vendors have been completed. Vendor selection in process.
   - #6-AAT Mandate Program Budget 2021-2022- BS&A converted to CAMA successfully. WAS updates in progress.
   - #8- FMO Replace Building Management- performed a security scan of the application. Continued to work with FM to retire the pc's that supported the old system and migrate the functionality into the new building management system.
   - #12- Lease Track Replacement- project planning is in progress. Kicking project off this month.
   - #13-WRC Development Budget 2021-2022- Pay Near Me implemented and testing near completion with a go live in next 90 days. Bluebeam licensing ready for setup. A new Laserfiche form was configured and pending testing.

- #14-GIS Enterprise Program 2021-2022- 3 new fire depts are on board with GIS solution. Have finalized a new data model for Trail Path.
- #14A- Parcel Fabric Migration- data migration automation of parcel data began, QA security scans completed, upgraded servers to new version of ArcGIS software.
- #15- BS&A Development Budget 2021-2022- Annual processes for BS&A DB rollovers for 2021 have been completed. Initial planning for ACH tax payment enhancement was completed.
- #19-WRC Digital Content Mgmt. – project has been placed on hold.
- #21- WRC Legacy App Requirements- project kicked off and working on identifying end user data requirements.
- #22- CAMS Enterprise Enhancements- created a training video to support users logging into the new version of CAMS.
- #24- Land Enhancement Budgets- completed the development & implementation of automated application forms, approval processes, and report submissions for restaurant rescue program.
- #25- WRC billing connect project- IT implemented a cloud based ACD solution for WRC's billing office to allow WRC billing staff to take calls remotely.

C. **Master plan analysis**
For Land at 31% delivery
Planned Maintenance at 24% delivery
Support & Maintenance at 40% delivery
Overall, at 33% delivery for this group.
All groups at 34%

High delivery in finance for 2 funded COVID projects.

3. IT Project Updates
   a) Universal Communications & Collaboration (UCC)-Timm second phase voice override P some teams go live (300+ live), 175 Aug 11th, 500 at F of C, and Equal Sept. 8th. 911 dispatch with data requirements implemented. Failure last week trying to speed up implementation. Third part, New WiFi on county campuses half of EOB and Courts. Have funding and taking resolution to Board to finish county campus. More laptops secured with cares money. Implementation through 4th and 1st quarters of next year.

   b) VPN-EJ: testing at IT, 192 successful tests roll VPN out to user groups more coming all the time. VPN laptop use doesn't work with GIS. No Go To MY PC unless need Mainframe. Need a county issued laptop. Yes, you can get rid of desktops. Switching to VPN will be a savings. Go To My PC will still be available.

   c) Office 365/Teams- Shepherd: All of County using Teams instead of Skype. Last week Skype was retired. Will be having training classes- instructor led using Teams environment for meetings and chats. Going to integrate Office 365 with Okta to enhance security, once a week. To access Email on mobile devices, need to continue to use Outlook App and not native mail client. Will have a nicer user experience and for security reasons.
   Roll out DLP (Data Loss Prevention) will send Email if grab wrong file will ask if "for sure" want to do. Download Outlook client have to re-do when roll out but recommend using App.

Start pushing more Teams products out will roll out broadcasts as more product instructions available. Use the App its very easy.

4. Other Business- N/A

Adjourn at 3:36 PM- until next meeting, **October 26, 2021 @ 3:00PM.**