OAKLAND COUNTY
Information Technology Leadership Group
Meeting Agenda

LEADERSHIP GROUP:	LAND		**MEETING DATE: 1/28/2020**
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: IT-Rm 126**
NEXT MEETING DATE:	3/24/2020	**TIME:**	3:00

1. Approval of Minutes from October 29, 2019 Meeting-**Approved**

2. **Review 2019-2020 Master Plan Quarterly Status Report**:
   a. **Vacant position report**
      At 15 total vacant positions for 9% vacancy rate. Three new positions added and filled one position.
   b. **Review Planned Maintenance/Upgrades**-
      GIS planned maintenance-upgraded GIS scripts and infrastructure updates.
      Public planned maintenance-application upgrades and full migration of land.
      Master Plan Activity Status
      - #2-WRC SCADA Ignition Implementation-decommissioning the legacy within next week.
      - #3- Tax Management System Program-significant progress in vendor development.
      - #4- EH Enterprise Imp-completed and started supplemental and solutions identified.
      - #6-Land Records and Super Index Replacement RFP-RFP completed.
      - #7-WRC Hach WIMS Phase 2-All Live-in production.
      - #8-AAT Mandate Program Budget 2019-2020- completed CAMA phase 6 and WAS page 4.
      - #10-FMO BMS-Implementation Phase 2-Medical examiners finalized and using.
      - #11-WRC Asset Optimization Phase III-Updated GIS data in CAMS.
      - #12-GIS Enterprise Program-Continue to work on implementation and updating several map products.
      - #12A-GIS Enterprise Roadshow Program-rolled pre-planning to fire agencies.
      - #15-WRC Development Budget 2019-2020-completed state scama changes.
      - #16-WRC-Nothstar Replacement Phase 1-kicked project off 1/15/2020.
      - #17-RCOC Traffic Signal Management-kicked off, gathering documents.
      - #20-BS&A Development Budget 2019-2020-Completed December annual processes.
      - #21-LAMS Rewrite-Server Migration & Development-Completed LAMS project on hold.
      - #24-FM CAMS Expansion-GIS data updates.
      - #27-CAMS Enterprise Enhancements 2019-2020- last quarter testing cloud product and GIS editing.

    c.   **Master plan analysis**
           For Land at 48% delivery
           Planned Maintenance at 53% delivery
           Support & Maintenance at 59% delivery
           Overall at 53% delivery for this group.
           Department overall-All groups at 59%.

3.   Land Leadership Group Specific Items

- Request to Move 200 hours from the Property Gateway Roadmap Project #22 to the CAMS Enhancement Budget #27-**Approved**
Tammy spoke: descoping deliverables reducing the scope to be less so that can allocate that time due to limited resources to start property gateway. Time leftover for the upgrade.
- Remove the Mobile Assessment Data Collection Project #26 from the Master Plan (992 hours).
- Remove the BS&A Cash Receipting project #25 from the Master Plan (598 hours)
- Re-Allocate the 1590 hours as follows:
    - 350 to the land sizing budget
    - 870 to the AAT Mandate budget for CAMA Data Standards-Requirements and Design Phases-for 2021 roll out
    - 370 to unallocated

Tiffany/Tammy Spoke: requesting to remove the project to unallocated because
has   not started and will not get to this master plan. Cash receipting scarcity of
resources   cannot do both of these projects and the mandate. Reallocate the time to
the   mandate because these products have not been started and possibly
add to next   master plan. **Tiffany Spoke** on AAT Mandate, the State requiring
changes to sales   and class codes. - **Approved**

4.   2021-2022 IT Master Plan Requests to Size-Leadership Group Meeting March 24, 2020

March 24th meeting look at new projects that want to focus on and size. Did replenish hours into the sizing budget today. This meeting was added to give more time for sizing requirements.
Still a meeting on April 28th @ 3:00PM.

Leigh-Anne spoke on Health inspection online program, commissioners brought a resolution to post food inspections online. Commissioner want sooner than when they were going to implement the project. Have 60 days for a plan and budget and 90 days for implementation, promised with flexibility if needed. Do have potential funding for this. Need a request to size vote today and Evote for priority later. Motion to request to size the project. -**Approved.**

Adjourn- to next meeting, **Tuesday, March 24, 2020 @ 3:00PM.**