



Minnesota Counties Computer Cooperative

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MCCC
EXECUTIVE COMMITTEE MEETING MINUTES
Conference Call Only
January 9, 2012

Members Present:

Ken Olson, Region 1, Pennington
Shirl Boelter, Region III, Fillmore
Mark Anderson, Region III, Winona
John Thompson, Region IV, Faribault
Bob Hiivala, Region II, Wright
Dayle Moore, Nicollet County
Dennis Freed, Region II, Chisago

Members Absent:

Dan Whitman, Region IV, Martin

Others Present:

Lisa Meredith, MCCC
Darci Gawthrop, MCCC
Mike Fox, MCCC

Others Absent:

Meeting was called to order by Chair, John Thompson. **Motion** to approve the agenda made by Dennis Freed, second by Bob Hiivala. **Motion** carried. **Motion** to approve the December 2011 meeting minutes made by Ken Olson , second by Dayle Moore. **Motion** carried.

Financials: We have received \$330,000 in prepayments to date for 2012 invoices. The OJP and Beacon Grant reimbursement payments are up to date. ACS has offered a 1% discount on open invoices if paid by 12/31/11. We were able to take advantage of this offer to save \$. The A/R statement miscellaneous item on the balance sheet represents the ACS invoices for 2012 that are included in this check. The prepaid expense is for the 2012 annual conference entertainment deposit. Income Statement and Subsidiary Schedule – there are three payroll periods in December. Negatives in some of the accounts reflect bill back of expenses to counties. Also, invoices over 60 days are getting resolved and represent minor amounts due. Delays have been due to email invoice issues over the last few months. This has now been resolved. All A/P's are on schedule. We are under budget by about 5.85%. Last year at this time we were under budget by about 7.5%. Other items – invoices for 4th quarter 2011 shared meeting expense were sent out on January 3rd & 4th. Our auditors will be on-site @ MCCC starting January 18th. Interest revenue exceeded our projection for the year. We have various CD's that will mature in 2012 – 2015. The average yield on the CD's in the account is 2.28%.

Motion to approve December financials made by Bob Hiivala , second by Ken Olson. **Motion** carried. December's check

register will be emailed out to executive board members after this meeting. Some single signature checks went out due to the holidays. We have dropped the 2nd signature authorization check with the bank to save some funds, however, MCCC still follows this policy internally for checks written over \$750.00.

Tax Manatron: Dennis stated that the counties are moving forward with version 8.06.12. Scott County is now "live". Scott did have some errors while testing. Lisa has a call in to Manatron as Scott may not have received all of the patches.

Tax ACS: Ken stated that there was a Tax and CAMA user group meeting on December 15th to update everyone on the status of contract approvals/ratifications received by MCCC. 28 ACS tax and 34 CAMA counties are now ratified. There was a TAC meeting the following day – no issues were presented. ACS is planning to have a meeting with Hennepin County sometime in January and will then meeting with MCCC.

CAMA: no update

Finance and General Government/IFS: Shirl stated that the group has not met since the surveys were sent out but we'll try to set up a meeting soon.

Optimum: Year-end training was held at Carver County.

IFS: Lisa stated that we have a few issues going on: 1) letter received from Jerry @ Nobles County regarding ownership / copyright discussion and stating their concern in part that it "is the consensus of the CMHS user group that the preference is to not have a vendor, such as MCCC, too directly involved by giving MCCC ownership of IFSpi" and additionally there is definite opposition to paying full MCCC membership dues." and 2) message received today from Jim Benson that Midstates didn't approve the IFS Golden Wiki contract because of the owner issue. The next JIC meeting will be held 1/20 @ Michael's Restaurant. Lisa is to present MCCC's position. The questions is how to protect intellectual property. The IFS Golden Wiki contract was approved by JIC. MCCC's legal attorney has reviewed the contract but no one else has approved the contract until ownership issues are resolved. Lisa stated that MCCC does all the admin work for JIC (scheduling meetings, financials, legal work, etc.) as if they were a full user group. The Finance and General Government user group Chair appoints the MCCC members to JIC. MCCC will create an ad-hoc committee to include Shirl, Bob, John and Lisa. Executive committee members will also attend the January 20th JIC meeting and the ad-hoc members will also find time to meet during MACO this week. Bob will call Lori and Fran to give them a heads up on the status to date.

ACS: Paymate, Treasurer's Financial and Capital Assets contracts will all expire the end of this year. The contract committee (Shirl and Bob) will head up setting more meetings.

Law Enforcement: The next meeting is planned in April 2012 to coincide with the new software rollout.

CHS: Demos are continuing on a regular basis. Meetings with Anoka and Dakota continue and Waseca is scheduled for a planning meeting.

ISSG: The next meeting will be held in February.

Corrections: Next meeting to be held in January and the SharePoint presentation has been moved back to February's meeting. Vendor possibly going to a different server (such as a Cloud type environment).

County Attorneys and MCAPS 4: The rollout schedule went out last week from MCCC and we are planning 3 different date/times for rollout webinar information.

Other Business: Conflict of interest – John will send two samples of what he has for review. Also, the Beacon User Group had a meeting in November and created some User Group Rules and Regs. Need a follow up meeting. Lisa has talked with the Schneider group to draft some R&R's – should eventually be a full User Group with structured fees.

Conference Update – Lisa stated that conference session proposals are coming in painfully slow this year.

February 9th is the next Exec meeting @ MCCC and will include MCCC staff reviews. Darci to book the Woodfire Grill again for the luncheon.

Meeting adjourned.

Minutes respectfully submitted by Darci Gawthrop, MCCC.