



Minnesota Counties Computer Cooperative

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JIC Meeting Minutes Friday, January 21, 2011

Teleconference

<u>Members Present</u>	<u>Representing</u>	<u>County</u>
Bill Mori	TriMin	
Shawn Rooney	TriMin	
Herb Dingmann	TriMin	
Steve Messerschmidt	MCCC	Morrison
Fran Windschitl	MCCC	Rice
Lori Johnson	MCCC	Clay
Lisa Meredith	MCCC	
Von Meyer	CMHS	Mille Lacs
Jerry Vyskocil	CMHS	Nobles
Pat Braaten	CMHS	Pope
Jeff Stojevich	MCIS	
Chad Swanson	CPUI	Midstate Co-op
Jim Benson	CPUI	Midstate Co-op
Gladys	CMHS	McCleod
Shirl Boelter	MCCC	Fillmore
Amy	CMHS	Goodhue

1. Call to Order - Introductions:

The meeting was called to order at 9:30 AM, Friday, January 21, 2011 by chair, Steve. Roll call was taken.

2. Approval of Agenda:

Motion to approve the agenda as amended by Fran, second by Jerry. Approved.

Item added regarding ownership of IFSPI.

Item added regarding IFSGolden Status Report.

Item added regarding Cloud Computing.

Item added regarding Marketing for IFS.

3. Approval of the meeting notes of October 15, 2010 :

Motion to approve the minutes by Lori, second by Fran. Approved.

4. Election of Officers

Vice Chair Sheila automatically becomes the Chair.

Since Sheila is not present at this meeting, Steve will continue to conduct the meeting.

Lori nominated Bob Hiivala for Vice Chair. Fran seconded. Approved.

Fran nominated Jim Benson as Recording Clerk, Seconded by Lori. Approved.

5. Financial Report

Discussion was delayed until after the Status Report.

6. IFS Status Report:

Herb presented a status report of IFSPI migration.

8 Counties are finished migrating.

Counties are in process: Ottertail and Benton are ready on ISeries. Pine is also close, but no date set. Sibley is testing, no date set.

Watonwan, Mower, Fillmore, Wadena have been asked to delay due to the backlog. Houston is having further considerations before moving forward (ISeries). Nicollet may migrate the week of the 7th of March.

Kick off's have been on time, but counties are delaying going live due to workloads.

CPUI Counties are now being scheduled. ISeries speed issues seemed to be resolved.

MCIS Counties: Crow Wing is installing on a server. ISeries counties are installed and in testing mode. No firm live migration dates have been set.

Bill added:

TriMin had a 1099 webinar training session and it seemed to go well.

Cash Drawer (CD) is in Beta at Wright County. Brown County is looking for additional requirements. Release 1 is expected to be ready by next meeting, not including all of Brown County's needs.

Accounts Receivable (AR) initial committee discussion was held last week. Part of the discussion was the inclusion or not inclusion of the current ACS system into AR. Further design is progressing.

Check Reconciliation (CR) is waiting for one report to be done and then Release 1 of the application can be made.

"Golden IFS" Support and Training Module

Contracts for development and support through MCCC were signed at the last JIC meeting. A downpayment of 20% was requested, per contract, and was paid in 2010. The contract calls for 200 itemized deliverables. The development has started. The web site is up. Approximately 50 of those items are done. No invoice was submitted for this meeting. It is expected that a major portion will be completed for invoice at the April meeting, with final completion expected by the July meeting. At that time, we expect to call for the \$30/county/month maintenance fee to begin collection for those counties on IFSPI, August 1. Feel free to explore the partially completed site at ifsgolden.com. The User id is ifsuser and the password is ifsuser.

Payment of Invoices

TriMin requested payment of \$10,000 based upon unpaid enhancements of \$52,589. This payment was recommended at the Friday Steering Committee teleconference. Fran moved to approve the payment. Jerry seconded. Approved.

7. New Enhancements and Change Requests

Herb presented the status of new enhancements and change requests:

07-08 Allow all 14 characters of invoice to print on check stub. Done.

You must say "yes" to printing invoice on the stub.

10-02 Optional Pre-note on ACH payments. Done.

You can immediately issue a pre-note rather than waiting for a check run.

10-09 Separate PDF for each ACH vendor payment. Studied.

Within PDF you can use snapshot tools to copy a section to an email.

Mower County, the requester, was happy with the process.

Moved by Jim, Second by Fran to mark as done. Approved.

10-10 Allow Paid Invoice by Vendor report to be sent to Excel. Done.

11-01 Allow Vouchers to be uploaded from a Spreadsheet

Chad indicates that CPUI has already done it.

Fran made a motion to do. Second by Lori. Approved.

11-02 Add button to IFSpi to access IFSGolden.

Fran made a motion to do. Jeff Seconded. Approved.

11-03 Add an option search by amount on receipts and disbursements inquiry, or a range of receipts.

Fran made a motion to do. Seconded by Jeff. Approved.

11-04 Add the option for a second check copy to be printed with a bar code for scanning the voucher for archive.

Jerry made a motion to do as a study. Seconded by Fran. Approved.

Lori made a motion to make 11-03 as a priority one, Second by Fran. Approved.

Fran made a motion to make 10-11 as a priority one, Second by Jim. Approved.

Fran made a motion for a cost analysis on 10-12 to be brought back to SSG. Second by Steve. Approved

Fran made a motion to make 11-01 a priority two. Second by Lori. Approved.

8. Ownership/Copyright Discussion

Jeff: MCIS Board made two recommendations. Choice 1: Have TriMin take ownership on the applications and reimbursement back to the counties based on what they paid.
Choice 2: MCIS and MidState become users under a MCCC user group.

Jerry: Do not like MCIS and MidState becoming users under a MCCC user group, because he wants to make sure every county gets an equal vote.

Lisa: MCCC rules call for each member to pay annual fees of \$1,200. Lisa recommends that ownership not be transferred to TriMin because of prior experiences.

Chad: MidState has a joint powers agreement in place, whereby MidState could become a user under the MCCC user group. The group has an annual meeting in February to discuss.

Steve: Table further until the April meeting to see how the MidState Cooperative feels.

9. Other Concerns:

Cloud Computing.

Bill: Reported back as requested, regarding options for counties to outsource their hardware rather than upgrade their hardware to handle IFSP. Bill is also discussing with Chad as to how CPU outsourcing functions. Numbers are not complete at this time. Further report will be made at the next meeting.

Marketing for IFS.

Bill: Outside entities are asking for marketing information on IFSP. How do we handle marketing materials? Fran made a motion to have TriMin bring back, to the next meeting, a cost proposal for building marketing materials. Lori seconded. Discussion was held. Approved.

Pat: Raised a concern regarding keeping the TriMin training seminars up to date? We think that IFS Golden has this covered.

8. Adjourn:

Next Meeting, April 15, 2011.

Meeting adjourned by Fran. Jeff seconded. Approved.

Respectfully submitted,

Jim Benson
Recording Officer