

EATON COUNTY BOARD OF COMMISSIONERS

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Tim Barnes
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Brandon Haskell
Jeanne Pearl-Wright
Jane Whitacre
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MEMBERS

Brian Droscha
Dairus Reynnet
Wayne Ridge
Brian Lautzenheiser
Jim Mott
Jeremy Whittum
Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/INFORMATION TECHNOLOGY & COMMUNICATION COMMITTEE

WEDNESDAY, MAY 4, 2022, 4:00 P.M.

BOARD OF COMMISSIONERS' ROOM, COUNTY COURTHOUSE, CHARLOTTE

AGENDA

1. Call to Order.
2. Pledge of Allegiance
3. Agenda Additions and Changes.
4. Approval of the April 6, 2022 Meeting Minutes.
5. Limited Public Comment.
6. Connected Michigan Action Team Update.
7. FY 2022/2023 Computer Fund Appropriation Update.
8. Miscellaneous.
9. Limited Public Comment.
10. Adjournment.

A quorum of the Board of Commissioners may be present at this meeting.

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

**WEDNESDAY, APRIL 6, 2022
4:00 P.M.
MINUTES**

MEMBERS PRESENT: Commissioners Wayne Ridge, Dairus Reynnet, Brian Droscha, Brandon Haskell, Brian Lautzenheiser, Mark Mudry and Barbara Rogers.

ALSO PRESENT: Commissioner Jeremy Whittum; Eric Daley, Nathan Nighbert, Claudine Williams and John Fuentes

The April 6, 2022 regular meeting of the Information Technology and Communication Committee was called to order at 4:00 pm by Chairperson Ridge.

The Pledge of Allegiance was given by all.

Commissioner Lautzenheiser moved to approve the agenda, as presented. Commissioner Haskell seconded. Motion carried unanimously.

Commissioner Lautzenheiser moved to approve the minutes of the March 2, 2022 meeting, as presented. Commissioner Droscha seconded. Motion carried unanimously.

An update was provided on behalf of the Community Broadband Action Team. The team met with Dan Manning, Connected Michigan, on April 4, 2022 to develop plans to address the recommendations contained in the January 2022 Community Broadband Assessment Report. Planned activities include; continued engagement with additional stakeholders, including the Farm Bureau; individual discussions with providers that have participated in the assessment process to date to determine current expansion initiatives within the County and possible additional opportunities to expand access. The team also will be reaching out to the townships to determine their individual interest in financially supporting identified projects with local American Rescue Plan Act allocations. Discussion held.

The Technology Services Director reviewed the compiled list of requests submitted for consideration of funding in the FY22/23 appropriation, an estimated total General Fund appropriation of approximately \$1.275 million. It was noted that the initial estimate decreased approximately 30% from the prior year's initial estimate. Discussion held. The Technology Services Department and Controller/Administrator will review the requests to develop a recommendation for the Committee's consideration. Further discussion held.

Commissioner Lautzenheiser discussed increased cost related to cybersecurity insurance coverage. It was reported that the County's risk management program through Michigan Municipal Risk Management Authority includes cybersecurity coverage. Discussion held.

Chairperson Ridge adjourned the meeting at 4:29 p.m.

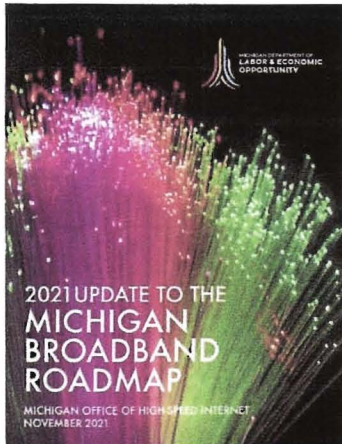
The next scheduled meeting of the Information Technology and Communication Committee will be held at 4:00pm on Wednesday, May 4, 2022 in the Board of Commissioners Room in the Eaton County Courthouse located at 1045 Independence Blvd, Charlotte MI 48813.

Wayne Ridge, Chairperson

7



Michigan High-Speed Internet Office



- Gov. Whitmer created the office in June 2021 at the Dept. of Labor and Economic Opportunity through Executive Directive
- Legislature granted LEO the authority to hire up to eight full time staff for the office in the Building Michigan Together Plan
- LEO working to develop job descriptions and post position openings
- MIHI will be the administrator of the CPF grant program and the BEAD and Digital Equity programs as well

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7

8



Capital Projects Fund

\$250M competitive grant program for last mile and middle mile

- Build Michigan Together Plan includes \$250M from the ARPA Capital Projects Fund for a new state broadband grant program
- Focused mostly on deploying last mile connectivity at 100/20 Mbps, but up to \$87.5M can be used to support middle mile projects
- Allows up to 5% to be used for the state to administer the funds and staff the Michigan High-Speed Internet Office
- Includes an objection process to prevent overbuilding, just like the current Connecting Michigan Communities grant program
- Precludes government and educational entities from participating unless part of a public-private partnership
- Projects must be complete by 2026
- State must receive approval from US Treasury for this grant program before the program can begin

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8

11



Broadband Equity, Access, and Deployment Program

\$41.5B focused on infrastructure

- Formula-based grants to states (allocations calculated using not yet developed FCC maps, likely available in early 2023)
- States will administer funds through a competitive subgrant process
- IIJA defines the priority order in which funds should be spent:
 1. Locations unserved at 25/3 Mbps
 2. Locations underserved at 100/20 Mbps
 3. Community Anchor Institutions with less than 1 Gbps
- Notice of Funding Opportunity will likely be published in May
- States will file a letter of intent and start the 5-year action planning process
- States must identify every location within their borders that meet the three priorities above
- Michigan expects to administer \$1.5B-\$1.7B in funding, and there is a 25% matching requirement
- Matching funds can come from a variety of sources including ARPA

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11

12



Digital Equity Act

\$2.75B focused on digital equity and inclusion

- Digital equity is the condition in which individuals and communities have the information technology capacity that is needed for full participation in the society and economy of the United States. Intended to address issues of affordability, devices, digital literacy, technical support, and online content
- Two programs; competitive digital equity grant and state digital equity planning and capacity grants
- States will receive ~\$1M to create a comprehensive digital equity plan, then \$1.44B will be allocated across all states over a five-year period to implement those plans
- Michigan's total share likely between \$25M and \$30M

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12

13



Affordable Connectivity Program

\$30 per month subsidy for eligible households

- FCC program provides a \$30 per month discount on internet service for eligible households from a participating internet service provider
- 412,000 Michigan households are participating in the program
- Outreach toolkit available: <https://www.fcc.gov/acp-consumer-outreach-toolkit>
- Eligibility includes:
 - Household income 200% of federal poverty or below
 - Pell Grant recipient
 - Participates in SNAP, Medicaid, public housing assistance, supplemental security income, WIC, veterans pension, or Lifeline.
 - Lives on tribal lands and participates in similar tribal assistance programs

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13

14



What's Next for Michigan

- Staff and build the capacity of the MIHI Office
- Receive approval from US Treasury for the new CPF grant program
- Prepare for the notice of funds for new federal programs to be released in May
- Simultaneously develop a five-year infrastructure and a state digital equity plan
- Complete the infrastructure audit project in late fall
- Challenge (where needed) the new FCC maps when available
- Begin implementing programs in 2023

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14

Eaton County Technology Services

2022/2023 Computer Fund Expense Budget

Expenses Necessary to Maintain Operations

Department/Project	Original Request	Amended Requests
298.228.000 Org		
Intern Wages & Fringes		\$ -
Supplies	\$ -	\$ -
Contractual Services	\$ 534,184.00	\$ 534,184.00
Training	\$ 10,000.00	\$ 10,000.00
Total 298.228.000 Org	\$ 544,184.00	\$ 544,184.00
298.901.000 Org		
Equipment	\$ 503,780.00	\$ 413,780.00
Replacement of Electronic Hardware outside budget cycle	\$ 50,000.00	\$ 50,000.00
Total 298.901.000 Org	\$ 553,780.00	\$ 463,780.00
298.906.000 Org		
Annual Payment for Data Center Rebuild Project (5 of 5)	\$ 175,000.00	\$ 175,000.00
Annual Payment for Infrastructure Rebuild Project (4 of 5)	\$ 189,980.00	\$ 189,980.00
Total 298.906.000 Org	\$ 364,980.00	\$ 364,980.00

Total Expenses	\$ 1,462,944.00	\$ 1,372,944.00
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Revenue Sources	Original Requested	Amended Requests
Transfers In		
Central Dispatch Requests from 911 Millage	\$ 91,564.00	\$ 77,564.00
Treasurer's Office	\$ 10,408.00	\$ 10,408.00
Drain Office (ESRI Licensing)	\$ 9,148.00	\$ 9,148.00
Health Department (ESRI Licensing)	\$ 22,000.00	\$ 22,000.00
Law Library Fund	\$ 6,500.00	\$ 6,500.00
Construction Code	\$ 6,006.00	\$ 6,006.00
MIDC		\$ -
Parks and Recreation	\$ -	\$ -
Aerial Planning	\$ -	\$ -
MMRMA	\$ -	\$ -
Resource Recovery	\$ 944.00	\$ 944.00
Public Defender Office	\$ 32,976.00	\$ 32,976.00
Register of Deeds Requests from Automation Fund	\$ 1,420.00	\$ 1,420.00
		\$ -
Total Transfers In	\$ 180,966.00	\$ 166,966.00
Other Income		
Computer Fund Services	\$ 3,000.00	\$ 3,000.00
Sale of Fixed Assets	\$ 5,000.00	\$ 5,000.00
Reimbursements & Refunds	\$ -	\$ -
Total Other Income	\$ 8,000.00	\$ 8,000.00
Total Income	\$ 188,966.00	\$ 174,966.00

Transfers In - Outside of Budget		
General Fund Transfer In	\$ 1,273,978.00	\$ 1,197,978.00

**Eaton County Technology Services
2022/2023 Budget Summary Report**

Contractual Services (298.228.000 Org)

			Risk/Need Asmnt	Original Requests	Amended Requests
Cyber Security					
	Duo	Selected solution to provide two-factor authentication. (Required by Criminal Justice Information Services) CJIS	5	\$10,600.00	10,600.00
	Carbon Black	Antivirus software installed on all computers and servers.	5	\$25,840.00	25,840.00
	Bomgar	Remote desktop support software (Required by CJIS)	5	\$18,000.00	18,000.00
	SolarWinds	Software used to monitor, analyze, and alert of ill health of core network switches.	5	\$5,500.00	5,500.00
	Cyfin	Logs user internet usage	5	\$2,500.00	2,500.00
	Nessus	Network vulnerability scan functions required for audit certifications	5	\$2,500.00	2,500.00
	ZIX	Email archiving, spam filtering, and threat protection	5	\$30,000.00	30,000.00
	Cerberus FTP	Annual Support for FIPS140-2 certified file transfer server	5	\$4,500.00	4,500.00
	Manage Engine (Log360) SIEM	Central repository for hardware & software event logging. (Required by CJIS & PUB 1075 Audits)	5	\$6,000.00	6,000.00
	Wasabi	Hosted cloud solution for enterprise backups.	5	\$12,000.00	12,000.00
	AD Audit & Fileshare Audit	Software used to monitor file access and user network logins. (CJIS requires one year retention of logs.)	5	\$8,100.00	8,100.00
			5	\$125,540.00	125,540.00
Internet Connections					
	ACD.NET	Primary internet connection	4	\$22,000.00	22,000.00
	WOW	Guest internet connections provided to the public and defense attorneys.	1	\$1,000.00	1,000.00
			4	\$23,000.00	23,000.00
Software Support					
	SolarWinds Service Desk	Annual renewl of software used by IT to track service tickets and asset inventory.	4	\$15,000.00	15,000.00
	PDQ	Annual renewal of software used by Technology Services for rapid software deployment.	4	\$6,500.00	6,500.00
	ESRI	Annual renewal for GIS software.	4	\$35,000.00	35,000.00
	MediaSignage	Annual renewal of software used in the courthouse lobby and Treasurer's Office to display information data about county services and events.	4	\$1,200.00	1,200.00
	VEEAM	Annual renewal of software used by IT to create data backup jobs for all county servers and Microsoft Office 365.	4	\$23,000.00	23,000.00
	VMWare	Annual renewal of software used by IT to create, manage, and configure the county's virtual server environment.	4	\$36,300.00	36,300.00
	Laserfiche Software Support	Annual software renewal for the county's document imaging system	4	\$43,000.00	43,000.00
	Laserfiche Connector Support	Screen scrapping software used by staff to auto populate required fields while scanning documents into Laserfiche.	4	\$3,500.00	3,500.00

Microsoft Office 365 G1 Email Accounts	Subscription email service provided by Microsoft. All email and mail servers will be hosted in the cloud at Microsoft.	4	\$46,944.00	46,944.00
Zoom	Digital Meeting platform that is used to conduct meetings and conversations that cannot be conducted in a face to face format.	4	\$5,000.00	5,000.00
Cannon Plotter Support	Annual support and maintenance on county only large format plotter. Used mostly by GIS staff for print maps.	4	\$1,200.00	1,200.00
Dropbox	Annual Support for Dropbox file transfer application	4	\$12,000.00	12,000.00
Service Express AS/400 Maint	Annual support and maintenance on county archive AS/400 system.	4	\$1,500.00	1,500.00
Kofax Power PDF	Annual Support for PDF update and signature requirements	4	\$1,500.00	1,500.00
Logicalis	Professional service contract for firewall and phone system.	4	\$15,000.00	15,000.00
Access Interactive	Professional service contract for infrastructure related hardware	4	\$15,000.00	15,000.00
Microsoft SQL CALS	Annual renewl of Microsoft SQL CALS	4	\$30,000.00	30,000.00
Online Law Library by Westlaw	Annual renewal of electronic law library. This is required because the county no longer maintains a physical library.	4	\$32,000.00	32,000.00
Website Hosting		4	\$323,644.00	323,644.00
CivicPlus	Annual hosting security maintenance of county's website.	4	\$8,000.00	8,000.00
Domain Names & SSL Certificates		4	\$8,000.00	8,000.00
GoDaddy	Website domain name renewals and SSL certificate renewals. (Examples: www.eatoncounty.org, geo.eatoncounty.org, etc.)	4	\$6,000.00	6,000.00
CISCO Smartnet		4	\$6,000.00	6,000.00
Logicalis	Annual hardware support on the county's CISCO gear. (Examples: phone system, switches, voice gateways (VG's), firewall, etc.	4	\$48,000.00	48,000.00
Failed Device Reportment Fund		4	\$48,000.00	48,000.00
	A fund to replace failed devices that were not identified for replace in normal budget.	4	\$50,000.00	50,000.00
Training		4	\$50,000.00	50,000.00
New Horizon	Technical training for IT staff. It is important for staff to keep current on technology trends and keep pace with ever evolving security threats.	4	\$10,000.00	10,000.00
Data Center Rebuild Payment (298.906.000 Org)		4	\$10,000.00	10,000.00
Dell	Year five of a five year financing deal through Dell to fund the county's 2019 datacenter upgrade. This technology houses the vast majority of the county's data and runs all virtual servers used throughout county operations.	4	\$175,000.00	175,000.00
Infrastructure Rebuild (298.906.000 Org)			\$175,000.00	175,000.00
Cisco	Year three of a five year financing deal through Cisco to fund the county's 2019/2020 infrastructure upgrade. This technology controls the backbone of the county's data network.	4	\$189,980.00	189,980.00
			\$189,980.00	189,980.00

Equipment (298.901.000 Org)

Dept. Requests

Animal Control

	New security camera system to monitor facility entrances while staff are in the field.	2	\$800.00	800.00
<u>Central Dispatch</u>				
	Replacement LGNET firewall	5	\$8,000.00	-
	Replacement CAD to CAD firewall	5	\$6,000.00	-
	New 48" display and mount for communication trailer	2	\$3,500.00	3,500.00
	Replacement iPads and cases for Fire and EMS agencies	3	\$50,000.00	50,000.00
	New display and mount for dispatch floor	2	\$2,500.00	2,500.00
<u>Circuit Court</u>				
		4	\$5,000.00	-
<u>Circuit Court Probation</u>				
			\$0.00	-
<u>Community Development</u>				
			\$0.00	-
<u>Community Corrections</u>				
	New iPhone purchases (equip staff with agency provided device)	4	\$150.00	150.00
<u>Construction Code</u>				
	Computer monitors	4	\$430.00	\$430.00
	Replace computers	4	\$2,000.00	\$2,000.00
	Docking Stations for computers	4	\$400.00	\$400.00
	Desktop scanner	4	\$900.00	\$900.00
<u>Controller's Office</u>				
			\$0.00	-
<u>County Clerk</u>				
			\$0.00	-
<u>District Court</u>				
	Displays/mounts for jury deliberation rooms	3	\$4,000.00	\$4,000.00
<u>Drain Office</u>				
<u>Emergency Management</u>				
	Replacement PC for Emergency Operation Center (EOC)	4	\$1,000.00	\$1,000.00
	Replace aging Panasonic toughbooks for staff	4	\$6,000.00	\$6,000.00
	Confidence monitor for EOC	4	\$1,100.00	\$1,100.00
	Replacement analog corded phones for EOC	3	\$1,400.00	\$1,400.00
<u>Equalization</u>				
	New Alcogare LLC Secure Scanning (New project to preserve historical property record cards)	4	\$22,000.00	\$22,000.00
<u>Friend of the Court</u>				
			\$0.00	
<u>Juvenile Court</u>				
			\$0.00	
<u>Multi-Department Request</u>				
	New courtroom audio/video enhancements to improve video evidence review.		\$14,000.00	\$14,000.00
<u>Parks & Recreation</u>				
			\$0.00	-
<u>Physical Plant</u>				
	New purchase of iPads for maintenance staff	3	\$15,600.00	\$15,600.00
	New purchase of protective cases for iPads	3	\$975.00	\$975.00
	New 55" display and mount for workorder review dashboard	3	\$1,000.00	\$0.00
	Replacement for existing work order system	4	\$5,000.00	\$5,000.00

	Replacement for existing preventative maintenance software (Look at Fiix as a solution)	4	\$10,000.00	\$10,000.00
	New barcode printer to inventoring assets	3	\$3,000.00	\$3,000.00
<u>Public Defender</u>				
	New conference room audio/video installation (Third Coast)	3	\$29,000.00	\$29,000.00
	New DVD writer (3 to 1 model)	3	\$400.00	\$400.00
<u>Probate Court</u>				
		3	\$0.00	-
		4	\$0.00	-
<u>Prosecuting Attorney</u>				
	10 new monitors	4	\$2,150.00	\$2,150.00
	New panasonic docking station	4	\$325.00	\$325.00
	New high end color printer	4	\$1,300.00	\$1,300.00
	New 55" display and mount for colaborative case review	3	\$1,000.00	\$1,000.00
<u>Register of Deeds</u>				
			\$0.00	\$0.00
<u>Resource Recovery</u>				
			\$0.00	-
<u>Sheriff Department County</u>				
	New computer for basement training room	4	\$1,000.00	\$1,000.00
	New printers for sergeants	4	\$600.00	\$600.00
	New scanner for records captain	4	\$900.00	\$900.00
	New iPad for records captain	4	\$1,200.00	\$1,200.00
	Replacement cell phones	3	\$1,750.00	\$1,750.00
	New iPod touch devices (Needed for Axon Camera System)	4	\$3,600.00	\$3,600.00
	New iPad stylist for records captain	3	\$200.00	\$200.00
	New NAS storage device for evidence	4	\$15,000.00	\$15,000.00
	Replacement Speech Exec licenses	4	\$10,000.00	\$10,000.00
	Replacement Fingerprint Scanners	4	\$21,000.00	\$21,000.00
	New confidence monitor for Sheriff's Department training room	4	\$3,000.00	\$3,000.00
	New display monitors and mounts for Sheriff's Department basement training room	4	\$6,000.00	\$6,000.00
<u>Sheriff Department Delta</u>				
	New color printer	4	\$300.00	\$300.00
	New iPod touch devices (Needed for Axon Camera System)	4	\$5,600.00	\$5,600.00
<u>Sheriff Department Jail</u>				
	Replacement of existing Public Safety Application (EMR Solution)	4	\$80,000.00	\$80,000.00
<u>Technology Services</u>				
k	Replacement Panasonic toughbooks for support staff	4	\$12,800.00	\$12,800.00
	New Panasonic docking stations	4	\$1,300.00	\$1,300.00
	Replacement Bitwarden (Password manager)	3	\$5,000.00	\$5,000.00
	New drone and software	3	\$10,000.00	\$0.00
	New NearMap aerial imagery acquisition	4	\$6,000.00	\$6,000.00
	Replacement Active Directory Upgrade (Aged server operating system)	5	\$22,000.00	\$22,000.00
	Replacement Cisco 2911 Phone system routers	5	\$60,000.00	\$0.00
	New AD Audit Plus additional fileshare auditing licenses		\$4,000.00	\$4,000.00
	New KoFax PDF licensing	3	\$5,000.00	\$5,000.00
<u>Treasurer</u>				
	Replacement Laptop	3	\$1,000.00	\$1,000.00
	Replacement docking station for laptop	3	\$200.00	\$200.00
	iPad replacements	3	\$2,400.00	\$2,400.00
<u>Youth Services</u>				

Youth Intake Replacement (Bizstream)	5	\$20,000.00	\$20,000.00
Time Clock Replacement	5	\$5,000.00	\$5,000.00

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\$503,780.00 413,780.00

Total Expenses:

1,462,944.00 1,372,944.00

Revenues:

Transfers In from other sources

Central Dispatch 911 Millage	91,564.00	77,564.00
Treasurer's Office	10,408.00	10,408.00
Drain Office	9,148.00	9,148.00
Health Department	22,000.00	22,000.00
Law Library Fund	6,500.00	6,500.00
Construction Code	6,006.00	6,006.00
Resource Recovery	944.00	944.00
Public Defender	32,976.00	32,976.00
Register of Deeds Automation Fund	1,420.00	1,420.00

Total Transfers In 180,966.00 166,966.00

Other Income

Computer Fund Services	3,000.00	3,000.00
Sale of Fixed Assets	5,000.00	5,000.00

Total Other Income 8,000.00 8,000.00

Total Revenue

188,966.00 174,966.00

General Fund Transfer In requirement	1,273,978.00	1,197,978.00
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