

## COUNTY OFFICES COMMITTEE - Mr. Marty Koster, Chair

The County Offices Committee meeting was held in the Board Room at the Law Enforcement Center on November 1, 2021 at 2:30 PM. Members present were Marty Koster, Brooke Pearson, Ernest Smith and Tom Witmer. Others present were Jim Duffy, Dana Nelson, Robin Brands, Lauren Lee, Chris Tennyson, Joel Horn and Lori Keppen. There was no public comment.

1. The October 2021 claims and the budget status report were reviewed. A motion was made by Tom Witmer to approve the claims. Ernest Smith seconded the motion. All voted in favor. Motion carried.
2. Dana Nelson presented a SLFRF Project request for Bastion Hosting Service in the amount of \$42,600. The County Clerk explained our Vital Records and Voter Registration software are on the same server. Bastion Hosting Service would allow the Vital Records to be held at a more secured off site area. The Voter Registration would stay on our IT server. By using the Bastion Hosting Service the County Clerk's office can have customers enter marriage license information directly online saving everyone's time. Our IT Department can't provide this online service. Bastion Hosting Services is already being used in the Recorder's office. It would be an upgrade for their office. The County Clerk would like to enter into a three year contract which is \$14,200 a year and would be split between the County Clerk and Recorder.

Brooke Pearson made a motion to forward this request to the Public Safety Committee. The motion was seconded by Ernest Smith. All voted in favor and motion carried.

3. Supervisor of Assessment
  - a. Assessor Robin Brands, advised the 2021 Tentative State Equalization Factor was set at 1. (See #15)
  - b. The GIS sales for the period of 10/1/21 – 10/31/21 were w\$1196.00 with one address book being sold for \$10.
  - c. The 2021 Aerial Flight images have been received. Lauren Lee advising she is in the process of updating files.
4. Regional Office of Education:
  - a. ROE Superintendent, Chris Tennyson presented the monthly report (See #16-21).
  - b. The Report of Official Acts for the months of 7/1/21 - 9/30/21 was presented (See #22-23).

There being no further business, Marty Koster adjourned the meeting at 3:10 PM.

Meeting Date: The next regular meeting – December 6, 2021 at 2:30 PM, County Board Room

**MOTION: To place on file the County Offices Committee's meeting report, October 2021 claim reports and related informational items, as presented.**