

Clearwater, Florida, January 19, 2012

The Pinellas County Business Technology Services Board met in work session at 1:00 P.M. on this date in the County Commission Assembly Room, Pinellas County Courthouse, Clearwater, Florida, with the following members present:

Susan Latvala, County Commissioner, Chairman
Pam Dubov, Property Appraiser, Vice-Chairman
Deborah B. Clark, Supervisor of Elections
Bob Dillinger, Public Defender
Robert Gualtieri, Sheriff
Myriam Irizarry, representing Ken Burke, Clerk of the Circuit Court (Late Arrival, Non Voting)
Robert S. LaSala, County Administrator
Bernie McCabe, State Attorney
Chief Judge J. Thomas McGrady, Sixth Judicial Circuit
Diane Nelson, Tax Collector
Kenneth T. Welch, County Commissioner

Not Present

Ken Burke, Clerk of the Circuit Court

Also Present

Paul F. Alexander, III, Director of Business Technology Services (BTS)
Dennis R. Long, Chief Assistant County Attorney
BTS Department Staff
Tammy L. Burgess, Board Reporter, Deputy Clerk

AGENDA

1. Call to Order (Chair, Commissioner Latvala)
2. Designation of Voting Proxies (Chair, Commissioner Latvala)
3. Approval of Meeting Minutes (Chair, Commissioner Latvala)
 BTS Board Meeting – October 27, 2011
4. Action Item – Approval of Performance Evaluation (Chair, Commissioner Latvala)
5. Action Item – Approval of Financial Subcommittee Recommendations (Nancy Sherman)
6. Presentation – Enterprise GIS (EGIS) Project Update (David James)
7. Action Item – Provisional Approval of EGIS Enterprise License Agreement (David James)
8. Action Item – Approval of Business Application Inventory Template (Jason Malpass)
9. Discussion Item – BCC/BTS Board Work Session – 2/6/12 (Chair, Commissioner Latvala)
10. Information Item – VoIP Project Update (Jeff Rohrs)
11. Information Item – OPUS Project Update (Project Sponsor, Bill Berger)
12. Information Item – JUSTICE_{ccms} Project Update (Project Sponsor, Suzie Jennings)

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13. Information Item – CHEDAS Project Update (Project Sponsor, Clark Scott)
14. Enterprise Asset Management Project Update (David James)
15. Adjournment (Chair, Commissioner Latvala)

CALL TO ORDER

Chairman Latvala called the meeting to order at 1:00 P.M.

DESIGNATION OF VOTING PROXIES

Chairman Latvala noted that there are no proxies present, but that all proxies became eligible to vote again at the beginning of the new year.

MINUTES OF OCTOBER 27, 2011 MEETING – APPROVED AS AMENDED

Upon presentation by Chairman Latvala of the October 27, 2011 meeting minutes, Mr. Alexander referenced the October 27, 2011 BTS Board meeting verbatim and the Financial Subcommittee meeting minutes, copies of which have been filed and made a part of the record, and related that he confirmed the action taken by the Board regarding the Financial Subcommittee’s recommendation; and that Page 3, first paragraph under *Financial Subcommittee Recommendation* should read: “... *the Financial Subcommittee is recommending that the Security Imaging services be accepted as enterprise in nature and have notional billing...*,” pointing out that the Clerk’s Imaging service is an individual business system that is direct billed.

Thereupon, Commissioner Welch moved, seconded by Chief Judge McGrady and carried, that the minutes of the October 27, 2011 meeting be approved as amended.

ANNUAL PERFORMANCE EVALUATION FOR BTS DIRECTOR - APPROVED

Chairman Latvala distributed the consolidated annual performance evaluation responses, copies of which have been filed and made a part of the record, and indicated that Mr. Alexander received an overall rating of “Very Good.” Following input by the members, she stated that although there is no merit increase, action still needs to be taken on the evaluation; whereupon, Commissioner Welch moved, seconded by Tax Collector Nelson and carried, that Mr. Alexander’s evaluation be accepted as submitted.

FINANCIAL SUBCOMMITTEE RECOMMENDATIONS - APPROVED

BTS Service Manager Nancy Sherman related that the Financial Subcommittee is recommending that the Enterprise GIS Service Bureau be accepted as enterprise in nature and have notional billing, with costs per request as a metric; that Enterprise GIS Technical Service be accepted as enterprise in nature and have notional billing, with costs per average unique user per month as a metric; and that Enterprise Asset Management Service be accepted as enterprise in nature, have actual billing, with cost per user accounts per month as a metric; and indicated that with the approval of these three services, enterprise services will represent 53.439 percent of the BTS base budget; whereupon, Commissioner Welch moved, seconded by Mr. LaSala and carried, that the recommendations be approved.

ENTERPRISE GIS (EGIS) PROJECT UPDATE

BTS Deputy Director David James conducted a PowerPoint presentation titled *Enterprise Geographic Information Systems Update*, dated January 19, 2012, a copy of which has been filed and made a part of the record, and provided background information on the project, noting that almost all departments are vested in the technology. He provided a snapshot of where GIS is leveraged throughout county government and discussed the vision being developed, noting that collaboration is at the heart of the success of EGIS. He indicated that the EGIS Steering Committee, chaired by Property Appraiser Pam Dubov, is providing the leadership for the project; that meetings are held monthly; and that other entities have expressed interest and support, including various municipalities, the School Board, the Pinellas Planning Council, and the Southwest Florida Water Management District. Mr. James discussed the EGIS data and technology support and, in response to query by Commissioner Welch, indicated that BTS has three dedicated GIS developers.

Mr. James related that the “benchmark” conducted over the past few months provided an opportunity for bureau and technology staff to perform an in-depth assessment of new technology, assess GIS issues, develop an initial data improvement and maintenance plan, assess new GIS software tools, and develop an initial upgraded GIS technology implementation plan. Mr. James indicated that BTS is negotiating with a vendor, ESRI, for a license agreement that will give the County flexibility to use a large amount of software at a minimum cost, incorporating elements of the county government and possibly some of the municipalities and other entities; and that he will be asking the Board to approve a provisional contract later in the meeting.

Mr. James indicated that the County has acquired some aerial imagery and is considering several ways it can be used throughout the County; that the County has a library of images going back to the 1960s; that the intent is to refresh the images every two years; and that there is money in the EGIS budget to allow that. In response to query by Commissioner Welch, he indicated that the oblique images are stored in a proprietary format in order for them to work with our software, but can be saved in almost any readable format; whereupon, Ms. Dubov related that she had planned to use street level imagery, but is going to explore using oblique imagery instead as the Property Appraiser's Office cannot justify the \$480,000 expense; and that the dollars allocated in the budget for street level imagery will not be spent this year, but the budget line item will be held and the decision revisited if it turns out that street level imagery is of benefit to other entities.

PROVISIONAL APPROVAL OF EGIS ENTERPRISE LICENSE AGREEMENT

Mr. LaSala moved, seconded by Commissioner Welch and carried, that provisional approval be granted to move forward with the multi-year enterprise license agreement with ESRI on the basis that the annual cost of that agreement does not exceed \$780,000.

APPROVAL OF BUSINESS APPLICATION INVENTORY TEMPLATE

Mr. Alexander related that in response to a suggestion by Mr. LaSala, the Board directed him to prepare a subset of the types of items to be inventoried; and that he is recommending that an inventory of applications be done first, with actual data sets to be built using that information. He indicated that an inventory of an application should include its purpose and how it is used, who actually owns the application and the data sets, who maintains the application and where it is hosted, who are the actual users or consumers of the application and the data, the frequency of use, and the importance of the application.

Mr. Alexander indicated that he is not aware of such an inventory existing anywhere in the County; and related that some benefits could be gained, including:

- More effective use of OBIEE, a business intelligence tool.
- Support for disaster and business continuity.
- Insight into how IT resources are being spent and the magnitude of reliance upon different applications and data sets.
- Knowledge of whether data and applications should be retired, upgraded, revisited, or consolidated.

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Mr. LaSala indicated that the project could lead to a very powerful tool for the enterprise and county government as a whole; and Ms. Dubov suggested that it might identify data redundancies; whereupon, Mr. McCabe moved, seconded by Mr. LaSala and carried, that the business application inventory project be approved.

FEBRUARY 6, 2012 JOINT BCC/BTS BOARD WORK SESSION

Chairman Latvala indicated that the work session would be a continuation of the work the Board of County Commissioners (BCC) and the Constitutional Officers have been doing through the strategic planning and budget processes to provide efficient and effective service to the citizens. Mr. LaSala related that the meeting should be over around noon; and that Mr. Alexander and the Chairpersons of the BCC and the BTS Board would be the moderators; whereupon, Mr. Alexander indicated that he would start the meeting with some historical perspective; that items for discussion would include the strategic business plan, the major trends of where the County is going with technology and the opportunities arising from those, and the cost recovery process; and that he would provide a handout, or pre-meeting materials, to facilitate the discussions.

Commissioner Welch noted that the Board has indicated it would like to explore areas for consolidation to provide efficiencies; and at his request, Mr. Alexander agreed to provide a matrix of the 10 to 12 major business services and who is using those services. Chairman Latvala related that the work session would help everyone understand the accomplishments of the last few years; and Ms. Nelson requested that Mr. Alexander discuss technology projects that are on the horizon.

VOICE OVER INTERNET PROTOCOL (VoIP) PROJECT UPDATE

BTS Chief Information Technologist Jeffrey Rohrs provided a PowerPoint presentation, noting that the \$2.2 million project will implement VoIP on telephones, analog telephones, and other devices that use telephone cabling throughout county government, including four call centers; that the first part of the project was officially complete in September 2011; and that the actual annual savings of \$766,695 are very close to the projected savings. He indicated that the estimated savings over a ten-year period would be over \$7.5 million and would include savings realized by changing local and long distance telephone carriers, by reducing BTS staff, and by a reduction in telephone equipment maintenance and software; whereupon, in response to queries by the members, he indicated that the estimated \$7.5 million is not the net savings after the \$2.2 million investment; that it is the annual savings compounded over ten years; and that if the \$2.2 million investment is subtracted, the savings would be \$5 million.

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Discussion ensued regarding how the new system would affect the call centers during an emergency, and in response to query by Mr. Dillinger, Mr. Rohrs indicated that 9-1-1 and 2-1-1 are not part of the new system; and that there are two geographically separated servers, which provide redundancy. He discussed the Incidents Summary and defined a major incident; whereupon, Sheriff Gualtieri indicated that when people cannot reach the Sheriff's Communications Center for police services, it is a catastrophic incident and a public safety problem. Mr. Rohrs, with input by Mr. Alexander, discussed solutions that are planned to correct the problems the Communications Center is having, noting that BTS is contracting with Time Warner for a separate line when Bright House has an outage; and in response to queries by Mr. McCabe and Commissioner Welch as to how an additional carrier would affect the projected savings and the budget, indicated that in relation to the total budget, the \$800 a month cost would be insignificant; that capital money to cover the additional carrier is already in the BTS budget; that it would increase the recurring expense going forward; and that the contract with Bright House will be reviewed.

Issues with Siemens were discussed, and Mr. Rohrs indicated that BTS is attempting to get resolution on all the outstanding issues before making the final payment of roughly \$300,000; and that Siemens is performing a comprehensive audit and has committed to making the system perform as expected. Mr. Alexander stated that withholding the \$300,000, while appropriate, does not solve the underlying problem; that there are "gremlins" in the Siemens system; that while the Sheriff is most affected because he is dependent on the system 24 hours a day, seven days a week, the incidents are happening on a large scale and telephones are failing for everyone; and that the bottom line is that the system has to perform.

Sheriff Gualtieri indicated that he is considering switching at least the Communications Center from VoIP back to Verizon, and discussion ensued. In response to queries by Commissioner Welch, Mr. Rohrs indicated that he is not sure of the cost or how long it would take to switch the Communications Center back; and Attorney Long indicated that, while he was not involved with the contract, the County would have legal recourse against Siemens. Ms. Nelson reported that she is having issues with the telephones, though not to the extent of the Sheriff; and Ms. Clark stated for the record that she does not want any money, resources, or staff time spent on redundancy for her organization until the Sheriff's issues are corrected; whereupon, Mr. Alexander noted that while the Sheriff is his top priority, there may be advantages in doing certain things in parallel.

Mr. McCabe questioned whether Siemens is aware of the seriousness of the situation, and asked that Mr. Alexander provide insight as to whether this is a VoIP problem in that the technology has not yet been perfected or whether it is a Siemens equipment problem; and

Mr. Alexander indicated that VoIP technology is mature; and that Siemens is large in Europe and is very well respected.

Mr. McCabe suggested that there may be a clause in the contract that would encourage Siemens to pay for the redundancy contract with Verizon until Siemens can warrant that the equipment is working; and at his request, Attorney Long agreed to look at the agreement and evaluate the causes of action or remedies the County may have with the current vendor, noting that there are contractual remedies under Florida law that can be exercised; and pointed out that a policy decision is needed to determine how to proceed from this point forward; whereupon, Sheriff Gualtieri moved that BTS verify the cost and the timeframe for switching the Communications Center back to Verizon. Commissioner Latvala suggested that the motion be broader in scope, include direction for how to proceed, and authorize Mr. Alexander to proceed without having to call a special meeting. Mr. Alexander, with input by Mr. Rohrs, reiterated that Siemens has provided assurance that it can correct the problem; and indicated that, in parallel with Siemens reviewing the situation, BTS could determine actions to be taken and the subset of the Sheriff's Office to be switched from VoIP; and that it will be a week or two before the switch could begin.

Thereupon, Chairman Latvala asked for a motion to authorize BTS to move forward with the redundant system and to keep the Board apprised by telephone or email; and Mr. McCabe so moved. Discussion ensued as to funding, and Mr. LaSala indicated that there is money available to fund the switch; and that an appropriation or adjustment could be brought before the BCC after-the-fact; and Attorney Long indicated that it would not need BCC approval if the cost is within the County Administrator's budget authority, noting that there is a reserve for contingencies in the BTS budget; and recommended that the Board move forward with the motion and staff would determine how to carry out the assignment; whereupon, Commissioner Welch seconded the motion.

Discussion ensued during which Mr. Alexander clarified that the intention is not to set up a redundant system, but to switch the system; and Sheriff Gualtieri stated that the intention is to switch the Emergency Communications Center's lines from the current VoIP back to the Verizon system, citing an obligation to the public to provide police services when needed; and that the Bright House problem is another issue.

Mr. McCabe suggested that a way be found for Verizon to be the redundant backup for the VoIP when it goes down; and Mr. Alexander indicated that while he will look into the matter, he does not believe it is possible. Mr. Dillinger suggested that the firm the Department of Children & Families used when it switched to VoIP be engaged, at Siemens' expense, to analyze what Siemens is doing wrong; and Mr. Alexander recommended that if the

power problem is fixed, if the redundancy is added, and if Siemens comes to closure on its problem, that the VoIP project be continued due to the many benefits it offers for the future, and Mr. Rohrs concurred; whereupon, Attorney Long suggested that the Board not try to engineer a solution at the meeting. Commissioner Welch related that he believes the County should continue going forward with the VoIP project; and requested that a cost estimate of the switch be brought back to the Board as quickly as possible.

Thereupon, upon call for the vote, the motion carried unanimously.

Mr. Rohrs continued with the presentation, and discussed BTS issues, noting that a backlog was created during the migration, partly as a result of the staff reduction prior to completion of the project; and that staff is making a concerted effort to clear the backlog in order to support the system going forward.

At Mr. Alexander's suggestion, the *Future Plans* portion of the presentation was not discussed.

ORACLE PROJECT UNIFIED SOLUTIONS (OPUS) PROJECT UPDATE

OPUS Project Sponsor William M. Berger gave a PowerPoint presentation titled *Opus Project Update*, January 19, 2012, a copy of which has been filed and made a part of the record, and indicated that the project is a joint Enterprise Resource Planning project to integrate and consolidate the financial, human resources, and administrative functions; that the primary stakeholders are the Clerk, the BCC, Human Resources, and BTS; that the services vendor is AST Corporation; and that the verification and validation vendor is Sunera LLC. He provided project recaps for Phase 1A (Human Resources, Advanced Benefits, Chart of Accounts), Phase 1B (Payroll, Time and Labor, Self-Service Human Resources, Learning Management), and Phase 2a (Financials, Project, Assets, Procurement, Business Intelligence), which are already in use; and Phase 2B (Hyperion Budgeting & Performance Scorecard), which is still in progress. He discussed Phase 2C (Advanced Procurement), noting that it is currently on hold due to some implementation problems and the Purchasing Department focusing on more critical path issues.

Mr. Berger indicated that the project is under budget; that the total budgeted project cost is \$17.1 million, with a contingency of approximately 15 percent to account for unexpected events; and that the contingency will be used for the cost associated with some requirements that were deferred; whereupon, he discussed the cash flow, pointing out that no changes have been needed to the funding originally requested.

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Mr. Berger discussed the current challenges, including payment delays for invoices, a period of inefficiency, report development, and staffing for the application support team. He recognized that most departments are experiencing problems in paying vendors, indicating that perhaps too many projects were initiated at the same time. Mr. Berger discussed the action plan developed by the OPUS project team to address the problems, noting that the Clerk's Office has augmented its staff and the BTS Department has added a lot of new staff, including a member to serve as a liaison with the departments. He acknowledged that the project managers and the departments are challenged by the implementation of the new system; and emphasized that everyone must work together to solve the issues. Mr. Berger stated that the development of reports will be a priority going forward as there is difficulty in generating reports in a meaningful way although the data is in the system; and indicated that, in hindsight, BTS would have added additional staff specifically dedicated to reports; and that staffing for the application support team remains a challenge, and Mr. Alexander provided input.

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At this time, 3:04 P.M., Mr. LaSala left the meeting.

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In response to the concerns of Chief Judge McGrady that not enough thought went into the decision to launch the new system just before the end of the budget year, Mr. Berger related that there would have been different problems had the decision been made to wait until after the budget process; whereupon, Chief Judge McGrady stressed the importance of having staff adequately trained before taking a project live. In response to queries by Commissioner Welch, Mr. Berger indicated that the organization, collectively, has not completely adapted to the new business process; that user training and the training itself contributed to the problem; that BTS is in the process of adjusting the training; that most of the users where the problems are occurring were already computer-proficient; and that, in retrospect, having one vendor responsible for implementation, project management, training, and change management is not desirable; whereupon, Mr. Alexander reminded the members that the Justice CCMS, CHEDAS, Enterprise Asset Management, and VoIP projects are running concurrently and are tripling or quadrupling the complexity of county government.

JUSTICE CCMS PROJECT UPDATE

Suzie Jennings, Project Sponsor, conducted a PowerPoint presentation, a copy of which has been filed and made a part of the record, and related that the Justice CCMS project is to

replace the current Consolidated Justice Information System; that two years were spent finding a vendor; and that the project implementation began in January 2011, following seven months of pre-implementation planning and the gap-fit process. She indicated that the gap-fit process identified functions required that were not in an application; and that it was painful for all the stakeholders, but with guidance by the CJIS Policy Board, it was successful.

Ms. Jennings discussed and provided an implementation timeline for the Civil, Probate, and Criminal Courts; provided information regarding the Attorney Manager module, noting that it will allow both the State Attorney and the Public Defender to have their own work product; and discussed the importance of the mapping, configuration, and data conversion processes. She discussed the functional enhancements, relating that there are 23 for the Civil Court, including the Attorney Manager module, and 28 for the Criminal Court; and that some of the enhancements are from the Request for Proposal and some were identified through the gap-fit process.

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At this time, 3:25 P.M., Ms. Dubov left the meeting.

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Ms. Jennings discussed interfaces, and indicated that there is a lot of interaction between the interface staff of Tyler Technologies, the BTS staff, and the business holders; and that there are 11 interfaces for the Civil Court and 18 for the Criminal Court.

Ms. Jennings indicated that the project is currently on budget; that the total dollar amount for the project is \$11.4 million; and that next fiscal year is the presumed last year of the Justice project, and discussed the cash flow.

Chief Judge McGrady thanked staff and expressed appreciation for the opportunity to develop a consolidated system that works well for all entities; and Ms. Jennings recognized the Clerk and his staff for their commitment and hard work.

In response to query by Mr. Dillinger, Ms. Jennings explained how Global 360 interfaces with the project, indicating that there is no interface identified for Civil; that the Policy Board approved using Tyler out of the box for imaging and any workflow needs; that while no decision has been made, it is her assumption that for Criminal, images will be stored in the Odyssey application and there may be a Global 360 interface that does outside workflow specific to the Clerk's Office; and that preparations are in progress for interfaces for Criminal and Probate;

whereupon, Mr. Alexander indicated that a representative from Tyler will attend the CJIS Policy Board meeting on Monday and will be prepared to speak as to whether a future release will come closer to addressing the Clerk's needs without resorting to an interface.

In response to query by Mr. McCabe as to how the Global 360 interface would affect the CJIS project, Ms. Jennings indicated that there will probably be an impact, but the ultimate result is not known at this time. Ms. Irizarry related that there have been some challenges with Tyler, particularly the personnel changes; that the Clerk welcomes the opportunity to talk with Tyler at the CJIS Policy Board meeting; that the Clerk wants to use the Tyler and Odyssey products and move away from Global, but must have assurances that there will ultimately be a good system; that a white paper will probably be submitted to the Chief Judge prior to the meeting in order to have some concerns addressed; and that the Clerk is keeping everyone informed as much as possible; whereupon, Ms. Jennings acknowledged that there have been Tyler staff changes that have created impacts, noting that those will be experienced throughout the project and will not be specific to Tyler; and that everyone must absorb the impact and move forward.

In response to queries by Commissioner Welch regarding the budgeting for the Global 360 issue, Ms. Jennings indicated that from a contract perspective, Tyler would not be responsible for the costs; that either Global 360 or the County's labor resources would be responsible for the cost and for any ongoing maintenance; that the cost would not reside in the Justice budget; and that the CJIS Policy Board would provide guidance as to whether the funds would come from a contingency prospective or be outside of the budget of the cost center; whereupon, Ms. Irizarry provided some background information, noting that Probate is so invested in the Global 360 product that even Tyler admitted there was a complexity they did not have; that the decision to go with Civil first will provide a test to see if Odyssey can accomplish what Global 360 does, noting that it is not just the images, but the workflow incorporated in the images that tie to all of the work; and that if it works in Civil, there should be a natural progress in Criminal. She related that another issue is that the Clerk has already invested a lot of time inputting misdemeanor images and has started on felony images; and that the Clerk is attempting to make it work.

Ms. Irizarry indicated that the Civil implementation will begin in the summer; that if the determination is made that Tyler does not meet his business needs, the Clerk would prefer not to pay, but anticipates he may have to provide some of the funding; and that a decision has not been made as to whether the development would be internal or external, although the Clerk has already completed and paid for quite a bit of development; whereupon, she reiterated that the Clerk is hopeful that the challenges can be overcome; and that the Clerk's Office can work with Tyler.

In response to a request by Mr. Alexander, Ms. Irizarry agreed that it would be helpful to provide the aforementioned white paper to Tyler before the meeting; and that when it is complete, she would send it to all the Board members; whereupon, Ms. Jennings offered to send the document presented to the management team meeting to Siemens as a preview to the white paper, and Ms. Irizarry agreed.

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At this time, 3:50 P.M., Ms. Nelson left the meeting.

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COMMUNITY HEALTH & ELECTRONIC DATA APPLICATION SYSTEM (CHEDAS)
PROJECT UPDATE

Clark Scott, Financial Manager, Health and Human Services (HHS), conducted a PowerPoint presentation, a copy of which has been filed and made a part of the record; indicated that the primary goal of CHEDAS is to blend three products into one application to be used within HHS, and discussed some of the challenges incurred with the project. He discussed recent activities and the schedule, noting that the final go-live date will be in March of 2012. Mr. Scott indicated that the project budget is just over \$2 million; that \$1.5 million had been spent as of December; and that it is anticipated that the budget will be fully expended by the end of the project. In response to query by Mr. Dillinger, Mr. Clark discussed interfaces being put in place, noting that the database for Central Florida has not been considered, but could be an enhancement for the future.

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At this time, 3:57 P.M., Commissioner Welch left the meeting.

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ENTERPRISE ASSET MANAGEMENT PROJECT UPDATE

David James, Deputy Director, BTS, provided an update, noting that Enterprise Asset Management consolidates the several Legacy asset management systems in the County and uses automated technology to assist many departments, including Public Works, Utilities, and

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Real Estate Management. He indicated that the system used is Maximo and is manufactured by IBM; and that a contract has been awarded to a vendor named Starboard based in Orlando. He related that the strategy is two-phased; that Phase 1, a discovery phase, is underway and will continue until the summer; and that Phase 2 will be the implementation of the system.

Mr. James indicated that the total project cost for vendor, hardware, software license, and project staff is estimated at \$2,500,000; and is funded from Board of County Commissioners, Technology Steering Committee, and Department of Environment and Infrastructure project funds.

ADJOURNMENT

The meeting was adjourned at 4:02 P.M.