

PUBLIC PROPERTY
May 11th, 2022

- Call to order** The meeting was called to order by Chairman Derek Flansburgh at 9:00 a.m. Committee members Geri Kozelka and Greg Russell were present. Also present were Tom Cornford, County Board Chairman; Deanne Lutz, Treasurer; Connie McCullick, IT Technician; John Poots, Maintenance; Ryan Fradette, Sheriff's Dept.; Jim Hackett, Emergency Management, and Roberta Fisher, County Clerk.
- Verify posting** Chairman Derek Flansburgh verified that the meeting notice was properly posted.
- Approval of Minutes** Russell moved; Kozelka second to approve the minutes of the April 13th meeting. The motion carried with no negative votes cast.
- Approval of Bills/Proposals** Kozelka moved; Russell second to approve payment of the regular monthly bills. The motion carried with no negative votes cast.
- Connie McCullick, IT Technician, will be bringing all of the IT invoices to the Public Property Committee for approval before payment.
- The Clerk presented a renewal Planned Service Agreement from Johnson Controls for one year. The annual proposed amount is \$18,750.00. This amount includes maintenance and service inspections for all three buildings, Administration Bldg., Courthouse, and Law Enforcement.
- EO Johnson Copier/printer Proposal** The Land Conservation Department and the 911 Coordinator's copy/printer equipment needs to be replaced. The EO Johnson lease contract expires in April of 2023.
- It was by recommendation of the Auditor that the county not use leasing contracts for this type of equipment, and that the units should be bought outright.
- The clerk presented a proposal from EO Johnson for two new copy/printers for Land Conservation and 911. These units are \$4500 each. EO Johnson is providing loaner equipment for now.
- The committee will not approve purchasing two new units until a "walk through" assessment has been completed for all the county's copy/printer needs. The clerk will contact EO Johnson and request a

“walk through” assessment as soon as possible, and to prepare an analysis and present it to the next Public Property Committee meeting.

**Genetec Card
Access System
Update**

The clerk updated the committee that Genetec is now reporting still another 16 weeks until we see the hardware for this project. This is unfortunately due to the hardware/supply chain issues.

The committee would like to know which doors are included in this proposal. The clerk will contact Genetec to get more information for the next committee meeting.

**Bldg Maint.
Update**

John Poots, Maintenance, will be reaching out to the departments that are requesting permanent office changes to get specific information on the changes that are being made before hiring a contractor to come in and give a proposal on the costs.

**“Panic Button”
Discussion**

Currently, there are a limited number of panic buttons scattered throughout the buildings in various offices. These buttons are used to alert law enforcement of a potential threatening and dangerous situation.

There are several safer options available. Some counties utilize alert buttons on their computers and/or phones or lockdown buttons.

We will check with Genetec about adding this sort of feature to the new keyless entry system project.

Derek and Connie will look into the price of a software panic/alert button to be added to county computers.

**IT Technician
Report**

Connie McCullick, IT Technician, updated the committee on the in-depth IT analysis that is being performed by Kerber Rose. They will be completing an outside penetration test on May 16th. After that, they will prepare their report of recommendations to the county.

McCullick also informed the committee that she would like to perform fake phishing email tests on county employees. Most network breaches come in the form of emails, and all employees need to be reminded of security risks associated with clicking on malicious links or opening attachments. She also informed the committee that there will be required cybersecurity training for all employees in the future.

The clerk will submit a wis.gov domain authorization request form to the Wisconsin Elections Commission. This is to convert Crawford County domain to co.crawford.wi.gov.

Next Meeting

Wednesday, June 15th, 2022 at 9:00 a.m.

Adjournment

Russell moved, Kozelka second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 9:55 a.m.

Roberta A. Fisher
County Clerk