

**PORTER COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, January 10, 2017
10:00 A.M.**

(The entire meeting is available to watch on the Porter County website.)

The regular meeting of the Porter County Board of Commissioners convened at 10:00 a.m. on Tuesday, January 10, 2017 in the Commissioners' Chambers of the Administration Center.

Those present were: Commissioners Jeff Good, Laura Blaney, Jim Biggs, County Attorney Scott McClure; Administrative Assistant Rhonda Young and Recording Secretary Kathy Merle.

Call to Order/Pledge

Com. Good, I want to thank everybody here for coming to the meeting today. This is the first meeting of 2017 and with that I'd like to move to the agenda for the reorganization. I will turn that over to Attorney Scott McClure.

Atty. McClure, All right I'll open the floor up for nominations for.

Com. Biggs, moved to approve Com. Jeff Good as President, Com. Blaney, seconded, motion carried.

Com. Biggs, moved to approve Com. Laura Blaney as Vice President. Com. Good, seconded, motion carried.

Com. Blaney, moved to approve Com. Jim Biggs as Secretary, Com. Good, seconded, motion carried.

Com. Good, Before we get started I would like to give each one of the commissioners an opportunity to welcome everybody and any comments they would like to make before the first of the year. I will go to Com. Biggs first.

Com. Biggs, I'm really looking forward to 2017. Having set on the Porter County Board of Commissioners in the past I'm always asked are there any changes that have occurred that makes the job any different today than it was then. It is different the pace is much quicker primarily due to with technology. With this particular board although I worked with some very talented people in the past I really look forward to working with Laura and Jeff over the next 4 years and I think the results of that will speak for themselves. Thank you.

Com. Good, Commissioner Blaney.

Com. Blaney, I would just like to welcome Jim to the Board and I am very excited to start another term myself. I think we have the ball rolling in the right direction. I'm really looking forward to continuing on and I'm excited about the next 4 years as well.

Com. Good, Thank you Laura. For myself this is my 3rd year of being up here. I have 2 years left on my term. I sort of want to echo what Laura said we started this march in a new direction that we wanted to forge here. About a year ago is when we really started getting into a lot of the details. All I can say is that I promise there will be more of that. There will be a lot more discussion. There is going to be a lot more deep dive into the subject matter than what we've done up here in the past. That will continue. One of the things that you will be getting used to hearing a lot about this next year is benchmarking. This is a book that is from the American Association of Counties and it is a benchmark document of how other counties are operating within the State of Indiana. So as we move forward and as we start discussing different subject matter you're going to be hearing a lot about benchmarks. What other counties are doing and we're always going to be comparing ourselves with other counties. I know there are different things in each county. There are different anomalies but that is where you get

down in the deep dive and you (Inaudible) out or you add those things in. But I can guarantee you there s going to be a lot of deep dive on the subject matter. We're going to get down in the weeds. We're going to talk about this stuff in detail and t is going to be the way that this office and this board commences business going forward. We feel that there is a lot of efficiencies left to concur in county government. We're not looking to come in and cut and slash like everybody else thinks. This is about creating efficiencies in County government and I the Commissioner Biggs touched on the fact that technology is going to be one area that you are going to be seeing us advancing and moving forward on in a lot more intense direction then what we've done in the past. As we all know technology creates efficiencies if it's done right. The other thing you're going to be seeing is a lot more protocols and policies that we're going to be coming out with in the next year. Once these policies are put into place they will be enforced. And that is one thing I can say going out into next year we have a lot of policies and a lot of procedures that need to be cleaned up, they need to be looked at, they need to be reevaluated because the world is changing. Some policies that are 10, 20 years old might not even work today or be relevant today. So we're going to be looking at all of this stuff it's pain staking, it's detail oriented, but I think that is what everybody put us up here for to do those things and we're looking forward to moving in that new direction. So with that again I want to say how much I'm looking forward to working with our team that we have here at the Commissioners' office. You're going to be hearing us talk about a team approach going forward. I can guarantee that the communication between the three of us is going on and we're talking and we're working through these things. I think that's what the taxpayers of Porter County want us to do. They want us to talk, they want us to communicate and they want us to solve problems. Let's get ready to go. Here s to 2017, get ready folks because t's going to be a ride. Thank you. I've never run a meeting like this before especially a big one like this. Bear with me folks; I'll try to get better. I tried to learn as much from John as I could. When you get the gavel yourself t's a little much. So what we're going to do in the past we always went through and voted on payroll, minutes, claims. After advising with our county attorney we could do all of these things in a consent agenda to try to move things along. So with that we would like to move to the Consent Agenda on the floor

CONSENT AGENDA

Approval of Minutes – December 6th and December 20th, 2016

Com. Blaney, moved to approve, Com. Biggs, seconded, motion carried.

Approval of Payroll – December 27th, 2016 and January 9th, 2017

Com. Blaney, moved to approve, Com. Biggs, seconded, motion carried.

Approval of Claims - December 22nd and December 30th, 2016

Com. Blaney, moved to approve. Com. Biggs, seconded, motion carried.

Weights and Measures - Monthly Report November 16th through December 1st, 2016

Com. Blaney, moved to approve, Com. Biggs, Seconded, motion carried.

NEW BUSINESS

COMMISSIONERS

Commissioner Appointments:

NIRPC

Com. Blaney, moved to approve, Com. Jim Biggs, to NIRPC, Com. Good, seconded, motion carried.

NICTD

Com. Good, moved to approve, Com. Jim Biggs, to NICTD, Com. Blaney, seconded, motion carried.

Plan Commission

Com. Biggs, moved to approve, Com. Laura Blaney, to Plan Commission, Com. Good, seconded, motion carried.

Storm Water Advisory Board

Com. Blaney, moved to approve Com. Good, to the Storm Water Advisory Board, Com. Biggs, seconded, motion carried.

Community Corrections

Com. Blaney, moved to approve, Com. Jim Biggs to the Community Corrections Board, Com. Good, seconded, motion carried.

Juvenile Justice Advisory Board

Com. Blaney, moved to approve, Com. Jim Biggs to the Juvenile Justice Advisory Board, Com. Good, seconded, motion carried.

EMA

Com. Biggs, moved to approve, Com. Jeff Good to Emergency Management Advisory, Com. Blaney, seconded, motion carried.

Child Protection Team

Com. Biggs, moved to approve, Com. Laura Blaney to the Child Protection Team, Com. Good, seconded, motion carried.

911 Advisory Board

Com. Good, moved to approve, Com. Jim Biggs to the 911 Advisory Board, Com. Blaney, seconded, motion carried.

Center for Workforce Innovations

Com. Good, moved to approve, Com. Laura Blaney to the Center for Workforce Innovations, Com. Biggs, seconded, motion carried.

Com. Good, Just so everyone knows those are boards that the Commissioners sit on. Not only do we sit on this board but we also sit on these throughout the year as well. There are a lot of different meetings and appointments. Now we will go through the appointments for other boards. These are civilian appointments that will serve on behalf of the County and Commissioners for various boards.

Board Appointments for the following Boards:

Alcoholic Beverage Commission

Com. Blaney, moved to approve Jason Gilliana to the Alcoholic Beverage Commission, Com. Biggs, seconded, motion carried.

Board of Health

Com. Biggs, moved to approve Dr. John Forchetti and Kathryn Lemmon to the Board of Health as re-appointed, Com. Blaney, seconded, motion carried.

Kankakee River Basin Commission

Com. Blaney, moved to approve Mike Novotney to the Kankakee River Basin, Com. Biggs, seconded, motion carried.

Com. Good, I would just like to add that Mike Novotney is the County Engineer. The Kankakee River Basin Commission is a commission that has a funding mechanism that works a lot in the Kankakee River area. With a lot of the work and a lot of the things that are going on down there we felt it best for continuity to have our county engineer sit on that board so we are hearing everything directly and we can deal with things as they come up. We felt that that was a proper appointment and a proper position our county engineer to be in. I just wanted to explain that because people are probably thinking well that's staff up there but we think that is the right thing to do.

Porter County Convention, Recreation & Visitor's Commission

Com. Biggs, moved to approve Lisa Wodrich, Patrick McEuen, Jesse Harper, Cathy Brown, Dr. John Johnson, Com. Blaney, seconded, motion carried.

Com. Good, Lisa Wodrich is an appointment that has been recommended by Chesterton, Porter and Burns Harbor Town Boards. We have their letters on file. She has been moved forward for that and that is why we are moving forward with that appointment. I just want to state that for the record.

Plan Commission

Com. Biggs, moved to approve Bob Poparad to the Plan Commission, Com. Blaney, seconded, motion carried.

PTABOA Board of Review

Com. Biggs, moved to approve the re-appointment of Nick Summer and Candy Crone, Com. Blaney, seconded, motion carried.

Storm Water Advisory Board

Com. Blaney, moved to approve John Patterson to the Storm Water Advisory Board. Com. Biggs, seconded, motion carried.

West Porter Twp. Fire District

Com. Blaney, moved to approve Jack Weber. Com. Biggs, seconded, motion carried.

Wildlife Management Advisory Board

Com. Biggs, moved to approve Shellie Barron, Melissa Culbertson, Robert Gregg, Mary Ann Zona-Gregg, Danielle Walker, Denise Sunkel and Kelly Kerry. Com. Blaney, seconded, motion carried.

Mike Jabo, DLZ – Application and Certificate for Payment #6 for the Jail Security Project in the amount of \$82,090.00.

Mr. Jabo, Before you have Pay Application #6 and the supporting documentation that follows a note the project is substantially complete and there is a balance of just over \$72,000.00 yet to pay which I held off until the final inspection. As I

said all of the work has been done. There were four door locks that needed to have some attention to. That has been taken care of. The system is 100% operational. The close out drawings (Inaudible) all of the work that is done (Inaudible) to the County and then we are going to be scheduling a meeting later this month with the staff and the Sheriff to make sure everything is functioning correctly and we'll make recommendation to close out.

Com. Good, Any other questions Commissioners?

Com. Good, Before we take the vote, Mike do you have handy what you think the final numbers are going to end up being on this? It was right around \$1.4 or \$1.....

Mr. Jabo, It is on the pay application. There was one serious change order for \$17,777.00. I am hearing there may be some enhancements that might be made (Inaudible) I'll report to you what I found out about that. Right now as it stands the final contract amount if we were to close today would be \$1,079,000.00.

Com. Good, So a little under \$1.1 million with some change orders possibly coming?

Mr. Jabo, Correct.

Com. Good, Yes I look forward to hearing the details on that. So this is a new Jail Security System for those of you don't maybe attend these meetings. This is a system that we put into the Jail. I'm glad to see it is nearing completion. I'm sure more so than us the Sheriff and the jailers I'm sure are very anxiously awaiting for that to go live too, but it was very much needed and we're glad that that project is coming to an end and look forward to seeing how it all works.

Com. Blaney, moved to approve Payment Application #6. Com. Biggs, seconded. motion carried.

Health Insurance Consulting Agreement - RE Sutton & Associates.

Atty. McClure, This is a proposed consulting agreement with RE Sutton & Associates at the request of the Commissioners to be able to take a look at our health insurance, how it's done, make sure that we're all understanding at the level that we all need to understand it at so that we can have those questions answered. We have some renewals coming up in April and May so we just wanted to be able make sure that everybody had the information that they needed to be able to understand what we are currently doing. How that is working itself and what other options if any are available out there. I believe it is a flat fee consulting agreement that is before you.

Com. Good, And what is that amount Scott?

Atty. McClure, \$8,000.00.

Com. Good, \$8,000.00. Commissioners do you have any questions?

Com. Biggs, Yes Mr. Chairman. Mr. Sutton approximately how long will this audit take you to complete?

Mr. Sutton, Because you do have (Inaudible) renewals, in the insurance world that's pretty quick so we're going to need to jump on this fast. So we'll start immediately and we'll be done about that April time frame.

Com. Good, Thank you! Would you like to give us any information on your company for public record and let us know where you folks hail out of? I know you're Hoosiers but let's go from there.

Mr. Sutton, We are with RE Sutton & Associates. Please to be with you this morning, thank you for the opportunity. In front of you you have a complete proposal. I won't go through all of those details, but we come from Brownsburg, Indiana. Just a little bit west of Indianapolis and we have an office in Carmel as well. We will

(Inaudible) across the state. The proposal would show probably 180 school districts, 40 libraries, a couple counties a lot of cities. Fee base we're not broker commissioned agent people. We're fee base project work like this. Very objective and we'll do our very best to make sure you get the best bang for your dollar.

Com. Good, Any other questions from the Board?

Com. Blaney, moved to approve RE Sutton & Associates for the Health Insurance Consulting Agreement, Com. Biggs, seconded, motion carried.

Com. Good, Thank you very much we look forward to the results.

American StructurePoint General Service Agreement.

Com. Good, Scott have you reviewed the agreement?

Atty. McClure, I have.

Com. Good, You have and everything looks in order?

Atty. McClure, Everything is in order and again we had a similar agreement with American StructurePoint last year for a general service agreement. It's common for the Commissioners to have several of these general service agreements with businesses such as American StructurePoint and again American StructurePoint the prices that are contained within it are the same that the State pays.

Com. Good, Any questions?

Com. Blaney, moved to approve American StructurePoint. Com. Biggs, seconded, motion carried.

DLZ General Service Agreement - Tabled to the January 31st meeting.

Com. Good, The DLZ General Service Agreement will be moved to the next meeting because we did not get that in time to review. We will see you back here on the 31st Mike.

American StructurePoint Service Agreement for Redesign of the Plaza at the Porter County Administration Building.

Com. Good, We have pretty pictures and visual aids for everybody here. One of the things that I think when I first got to the County building and was elected, I think I was very early on in the process we started talking about the front entrance. Obviously, myself in my real life being a hotel guy, sense of arrival is what we call it, is everything. I personally as Laura and Jim feel as well that that is something that we need to do a little bit better job here at this building. So with that we started looking into our different options. Looking into costs, having discussions about what we needed to do coupled with that we are also required by the federal government and ADA to also be better stewards of the ADA law. All of these factors that went into this sort of the design conceptual that we've come up with here today. Now mind you we have not gotten into the actual construction drawings or anything, because we have not executed agreement to do that, but we are looking at a rendering here in front of us that we all agree that we like and this is something that we want to move towards. So obviously we have plans to be done, we then have to go into a bidding process to see where this is. This is the first step of many that we need to do to make this happen. We also need to find the money and we need to work with our Council members to come up with a way that we can fund this project. We have set a budget for the Commissioners at \$990,000.00. It is symbolic because we want it to be under \$1 million. That is what our goal is and that's where we want to get to, but I think that for one of the first projects of the year we want get out and get moving. What better way to continue with what the City of Valpo has done down here with their park. What a better way to complete the extension of that and give our County Building a much a different look, a much more inviting look. We're going to be seeing a little more grass than what we've seen up here in the front. For the press we do have PDF's for you that we can get to you so you can use however. That is sort of the general synopsis of what we are looking at here. Do I have any comments

from the other Commissioners in regards to the conceptual?

Com. Biggs, Well as the audience can tell, I mean it's allowing the public to use space that currently all we're doing is walking over, which I think is a great idea. Also, much of this is designed in a safety factor for our older residence who unfortunately over the last 25 years have found it difficult to negotiate some of these steps that we have out front that are now crumbling. I'm not a big fan of the red thing to the west. Not sure what that is and Matt promised me that there will be a space so we can erect a Christmas tree every year. I like the drawing, I like the project.

Com. Blaney, Jim said a lot of the things I want to say. I've sat in this chair and watched people struggling to get to the front door for several years now. I've wanted to do something out front for a long time so I'm really very excited to move ahead with something that has lots of railings and a ramp. It should be so much easier for our citizens to navigate. I'm excited about it.

Com. Good, And I think from the elevations with what we're dealing with from the corner out here to the street all the way up to the threshold of this front door here we should be able to do that center sidewalk without any steps. It should be at an ADA acceptable ramp level. We also will have handrails in the middle of that sidewalk so people can gravitate toward the center. So that can assist them in getting up here. As far as the red things that Commissioner Biggs talked about I think a lot of that is just filler. It's conceptual so we're going to work through those things as we make this come to reality, it's exciting. The other thing to keep in mind to one of the things that we would like to do on the canopy of the trees after a year or two after they take root and become a little bit healthier from the shock of the transplant we would like to put light bulbs in those trees and also be able to light them at night too. It sort of gives it a lit canopy that is sort of an extension of the downtown area. One of the other things we're going to try to do in this too is try to create somewhat of a little bit better walkway between the County building and the garage exit so we can allow people that are looking for parking and other things in the downtown as other events and things are coming on. Another way we can try to push people to use our garage a little bit more and get that \$.50 so we can have a little bit of money to power wash it every year and that is pretty much what we do with that money. We have a plan. Our whole goal is that our sense of arrival to our center building of this County that all of the business comes and goes out of. We want it to be something memorable and something that the people of this County will be very proud of. Being in the hotel industry and I know I keep talking about this, but to me your buildings signify who you really are as a community. That is one of the things that we're going to be getting back to up here is that when we go by our buildings we're going to be proud of them and they are going to look nice. They're going to be inviting and at the end of the day they are going to say a lot about who we are as a County. So we take that very seriously. That is where all of this is coming from.

Com. Blaney, moved to approve American StructurePoint Service Agreement, Com. Biggs, seconded, motion carried.

General Insurance discussion - Casualty and Automobile, etc.

Com. Good, Scott why don't you give us a synopsis on where we're at on the general insurance and give us some insight as to where we are and what we have in front of us here.

Atty. McClure, Yes, we just renewed basically all of our insurance except our work comp. and our health insurance, 1/1 was renewed and we're looking at that. We've gotten some additional information we're taking a look at the automobiles that we're insuring. How many we have, where they are at, evaluation of buildings etc. Just to take a look at where we are at, what those things that are being insured are. Again, more of a way of making sure everybody knows what we're doing, why we're doing it. So we can continue to make decisions based upon the recurrent reality of the situation that we have.

Com. Good, To add to that some of you department heads or elected officials that are in the audience one of the things that we will be doing here very soon is we will be visiting all of the different departments and we are going to be talking about

the number of automobiles that we have. From what we're seeing here on the preliminary sheet that we just received last week is that it looks like we have a multitude of many automobiles that we need to sit down and go through painstakingly one by one to figure out if it's still in service, whether it's still here, whether it needs to still be in service. Insurance like anything else is a controllable expense. It takes a lot of leg work to get down in and there is a lot of verification. As the Board of Commissioners that is what we're tasked with. So as you have folks in our office or other folks reaching out or trying to get some type of reconciliation of what's going on with the automobiles that is why. We're doing a deep dive on it and we're trying to see what we have and then also we need to take a look at our automobiles, our automobile policies going forward. This is a very large expense for the County and this is something that we want to sort of reign in and bring into more of a reality and see what we really have out there and then make some decisions to go from there. But in order to make any decisions you need data and that is what we're going to be getting out and that is what we're going to be looking for is data. This is more of just general housekeeping stuff is what this is. There is nothing that is going wrong t's just a time to hit the reset button, it's time to take a deep dive and let's fair through it and let's make sure that we have everything that we have and go from there. I don't think I could anything more. Any other Commissioners want to weigh in on that?

Com. Biggs, t's just like the health insurance program. We are auditing the general insurance, casualty and automobile.

Com. Good, Scott do you have anything else to add? Atty. McClure, No.

Com. Good, Stay tuned.

Comp Time Report

Com. Good, Do we have to accept that Scott?

Atty. McClure, No we don't have to accept it, but we are getting it every month. Com.

Good, Just so everybody knows about 6 or 7 months ago Vicki?

Ms. Urbanik, Yes.

Com. Good, We started the journey to try to understand our comp time policy and our comp time reporting that we have at the County. We've gotten into it and we've been doing some work on t over the last 6 to 7 months with obviously the help of the Auditor's office. So now are receiving a monthly report on what the comp time is in each department. This is a comp time report that will be going out to all of the different departments in County government and this is another benefit that needs to be first audited and then managed and that is one of the things that is what this comp time report is going to do. I'd like to thank the Auditor's office for putting that together for us and then getting it to us on a repetitive basis. So at that point in time when we see certain things in the comp time report that don't look right we'll probably be reaching out to those department heads or to those elected officials to say get it in line. Get it in within the policy that the County has. So once again we're auditing and we're verifying what we have as a policy as a County and we're going to move forward. Scott would you like to add anything else on that? Here is a good benchmark number. At the beginning of 2016 we had \$150,000.00 roughly in comp time that is based deferred, which means that's what we owe to employees whoever took the comp time. Since we've put this took in place at the end of this year we're at about \$126,000.00 in comp time. We want that number continue to come down. We're working with the different departments to make sure that they understand the policy but again this is a report. t's a tool it's what we use to manage our departments and to manage our policy. So again this is now in place. So that is more than a show and tell kind of a deal there.

Atty. McClure, And to be clear the numbers that Jeff announced those are General Fund numbers for General Fund budgets. There are some other non- general fund things out there but to get an idea of what the report is showing.

Highway Discussion

Com. Good, At the end of last year we had the head of the Highway Department resign and move on to greener pastures. During that time Andy McKay who was

second in charge or the Assistant Superintendent stepped up and took the reins. During that time this County from as long as I can remember we never really went out and tested the outside market as to what it would take to look at this position from someone new coming inside. We sat down, we talked with Andy at length about that. He agreed that he felt that it was in the best interest of the County to do a search. We did that search, we have the resumes, we worked through the resumes with the help of Pam Courtney the County H.R. person and I think based off of those interviews and resumes we have in order I think that we have come to a conclusion and that conclusion is that I would like to make the motion to promote Andy McKay to the new superintendent of the Porter County Highway Department.

Com. Good. moved to approve Andy McKay as Superintendent of the Porter County Highway, Com. Blaney, seconded. motion carried.

Com. Good, Congratulations Andy. Hey Andy why don't you come up. I just want to make it a point in the past here at County government every time a department head left it was always written that the next person stepped up and took control. In a lot of ways in a lot of areas sometimes that works, sometimes that doesn't work. We've never done it here so we sat down and explained to Andy what our thoughts were and I cannot tell you how nice it was to sit in front of a gentleman and have an adult discussion about these things and him to be able to see the side of the County. I just can't say enough of that Andy. For how you handled this, how you stepped up to the plate and you allowed us to go out and hit the reset button and what we ended up finding is that we reset it with our own guy, which is a testament to you. I can't say enough about that. I think that is an indication of a lot of the people that we have in this County government and this is a perfect example of it. Heartfelt thank you, heartfelt congratulations. Now what we have to do is find you an assistant superintendent and we're also looking for a new County garage foreman in the North District. We didn't want to seek those positions until we had the superintendent of that department weighing making those decisions because at the end of the day those are his guys and they need to be hired and they need to report to him. So now we're going to take the next step forward in rebuilding this department and getting it back up to speed and again Andy thank you and can't say enough about your professionalism. Just can't say enough.

Mr. McKay, Thank you very much, I appreciate it.

Com. Good, Thank you Andy. One of the other things that we're doing in the Highway Department is we're also doing a little bit of reorganization. We're going to be moving our Engineering Department which has been out at the Highway Garage for years. We're going to be moving them up to the Department of Planning and Engineering on the 3rd Floor where we just renovated a lot of space up there. We have space. We're going to bringing that department into this building. We will be able to have all of our Planning, all of our Engineering, all of anything with development that affects the County roads, that affects drainage, that affects whatever. It's all going to be in one department. It's going to be behind one wall and we're all going to be able to better communicate and have create better efficiencies. Not for all of us internally but also for the citizens outside. So now when you want to get a driveway permit you don't come here and get your building permit and then go out to 2 to get your driveway permit. You can get everything here. I know that sounds like a small thing, but in today's world when people have businesses and a lot of these home builders are guys with their own truck and they're trying to make a living time is of the essence so we're going to be trying to make better efficiencies for them as well. I'm looking forward to it. I think it's a good move. This move is not made because of people or anything that anybody did wrong. This is again a march towards efficiency, a march towards better communication. We have a lot of cities and we have a lot of towns around us that are developing. Everybody is doing a lot of different things and we need to have a central point of contact to where we can communicate, but we can also receive information that is vetted properly to all individuals so that everybody knows what is going on out there. It is very important that the County is involved in this. Whether we're giving up ground or we're taking ground over or there is a border issues or whatever. This is going to help contain that communication. Get it to the folks that it really needs to get to and then they can take it and move from there. So we're very excited about that move and we want to thank everybody that is part of that in putting up with this new direction. Like I always say and I've been saying this in

my world for 25 years, change equals opportunity. I think what we have here is we're changing some ways that we're going about things. In the same breathe remember that when you change things it also creates opportunities. So be looking for those opportunities out there because I think that they will be there for us. That ends the Highway discussion and looking forward to great things coming out of that department as we put it together and move forward.

Kate Sanders Grant Writing Services Contract

Com. Good, Kate Sanders is a grant writer that the County has used in the past. She is basically an hourly amount. We only pay her for when she writes a grant. This is someone that we've used in the County in the past years and has found us a lot of money under the federal mushrooms. We are going to continue having her services there so we can call upon her to help us grant write that. Any other questions or comments Commissioners?

Com. Blaney, No, she has been fantastic. I think Scott is back there nodding his head the Opera House has used her extensively.

Com. Blaney, moved to approve Kate Sanders Grant Writing Services, Com. Biggs, seconded, motion carried.

JUVENILE DETENTION CENTER -CHRIS BUYER

An Ordinance Amending Ordinance No. 04-10 a Non-Reverting Fund for the Receipt of Court Ordered Detention Services Fees for the Porter County Juvenile Detention Center -2nd Reading

Com. Good, Since this is 2nd Reading we can go right to a motion.

Com. Blaney, moved to approve. Com. Biggs, seconded, motion carried.

SHERIFF'S DEPT. -SHERIFF DAVE REYNOLDS

Indiana State Department of Toxicology 2017 Evidentiary Breath Test Instrument Maintenance Agreement

Ms. Hahn, It's our breathalyzer machine (Inaudible, not sitting close enough to the mic.) it's theirs and we maintain it.

Com. Biggs, Is this a single standalone unit?

Chief Deputy Biggs, Yes, it's the one in the Jail. When we bring prisoners inside we do a breath test right there.

Atty. McClure, It's a certified test. It's normally for OWI investigations.

Chief Deputy Biggs, Yes, the official report.

Com. Blaney, moved to approve. Com. Biggs, seconded, motion carried.

Mitsubishi UPS Systems Group Maintenance Contract

Ms. Hahn, Actually the (Inaudible) for the Jail. I'm sure CJ might for the 911 also. It's the same price as it's always been. I know at one point somebody was talking about the possibility of changing out the batteries or changing out the (Inaudible).

Com. Good, Yes, the batteries were approved at our last Commissioners' meeting at the end of the year and I believe and I believe that Matt and CJ are working towards getting an install date.

Mr. Stechly, This is a different system all together. This is a system for the Sheriff. So it is two separate systems.

Com. Blaney moved to approve the Mitsubishi UPS Systems Group Maintenance Contract, Com. Biggs, seconded, motion carried.

RECYCLE AND SOLID WASTE - THERESE DAVIS HALLER

Recycling & Waste Reduction District Fee Collection Agreement

Com. Good, Good Morning Therese why don't you give us a little synopsis of what this agreement is for so we can enter into the record and go from there.

Ms. Davis-Haller, Certainly, this is the current format if you will of an agreement that the County and the Solid Waste District has held since the inception of the user fee, which is the funding mechanism for the district. The State allows for such agreement the County Council, the County's Attorney as well as the District Attorney created this document. They reviewed what we had done in the past and they brought it more in line with what code allows. So basically in exchange for the collection and distribution of the user fee the district is allowed to reimburse the County, Treasurer and Auditor's office for services or formatting a computer reprogramming and those costs incur for them to collect (Inaudible).

Com. Good, Okay, thank you Therese. Just so everybody knows here, we've never talked about it. It was not in our naming earlier on, but the Solid Waste and Recycling Board there are 3 Commissioners are automatic appointments on those boards. This is another board that we sit on and actually that board will be meeting at 1:00 today. So we have some business there to take care of. I just wanted to give everybody a narrative that once again that is one more board and all 3 Commissioners sit on that board. Just wanted to point that out to everybody I don't think a lot of people new that or maybe they didn't care, but we're going to talk about it. With that said do we have any questions on the collection agreement?

Com. Blaney, moved to approve, Com. Biggs, seconded, motion carried.

ITS-DONWELLSAND

Network and Internet Usage -Discussion

Mr. Wellsand, I guess we're going to discuss technology policies that we have in place. They haven't been updated for a long time and as all of you know that in 2016 we did get hit by the Ransom Ware three times. Our backups were good so we didn't get damaged too bad. I've reviewed the technology policy last week. I think I need to sit down and re-write this. A lot of this stuff in here is old. I will get together with Pam Courtney and come with some more verbiage for that. I'd like to start with kind of a brief overview of how our network is set up. We currently have 8 sites connected to our network. We have the Admin. Building, the Courthouse, North County, V-D Prosecutors, EMA, Animal Shelter, Highway and JDC. We do have a ninth one the Jail but they are connected to our wireless but the only thing we do at the Jail is the video conferencing for the inmates. Each building except for the Animal Shelter has a wireless access point in it. Four of these sites have service for all of their data and three of sites contain backed up data. Our internet access we use NETNITCO as our main source. All of the internet access goes through the Administration Building. Our band is 100 meg uplink and 100 meg downlink. All of the users in the County have some sort of internet access and about 60 of our users have full internet access, which means t's the same as your sitting at home. Whatever you can do at home you can you can do here also. We have a backup Comcast internet, 10 meg up, 50 meg down. It's used strictly for our backup in case NITCO should go down and also it's used by 911. We have their backup system in my data center. They use the Comcast account to access their equipment. The threat protection that we have in place, we're on a trial basis we just installed CISCO's AMP and end points last December. We found that has been very valuable. We've caught a lot of things trying to get into our networking system and one of the things that I'd like the Commissioners to take a look at the price tag for 1 year is \$17,965.00 for 3 years of maintenance would be \$40,970.00. The 3 year maintenance would save the County about \$14,000.00. We currently installed Netware Btes Enterprise in December. We caught all kinds of different things and all tell you about that in a minute. I actually purchased that out of my CCD in December

because I felt that that was a real critical thing that we needed to get put in place right away. We also have CISCO IronPort which is our email filter. It does an excellent job stopping a lot of the spam before it gets in. And the last thing CISCO ASA which is our firewall. The internet access for January 9, 2017, I went back and looked at some of the reports. Nine out of the top twelve sites that were being accessed by our users Amazon web services. That is a cloud service that people could use to access music, videos, documents, photos and other types of services. Number 2 is CISCO which is our firewall service which comes up with all of the information (Inaudible). Number 3 was Facebook. Facebook has videos, chats, games, video calls. Then we have COMCAST, MSN and Google. Pandora was streaming music. We had Yahoo and Google Play which is movies, TV, games and YouTube. These are the types of things that were seeing on our network. Email status for 2016, our total emails were 5,021,659. Of those that are business related we only had 2,001,857. 40% of the emails were business related. The other 3 million, which would be 60% were all personal emails that people were using with their Porter County accounts.

Com. Blaney, Does any of that include spam?

Mr. Wellsand, Yes it does.

Com. Biggs, How are you defining that?

Mr. Wellsand, In 2010 we started archiving all of our emails so t's all in a escuil data base and we put in filters on the escuil data base looking for key words like Koehls or Kmart or that type of thing and that's what gets flagged al personal. The threats last week that malware bytes removed for the last week of December. We removed 358,932 threats that were existing on people's computers.

Com. Blaney, And what was the time period of that?

Mr. Wellsand, That was just one week.

Mr. Wellsand, (Inaudible) for email, we currently have 550 emails. Approximately 350 users are the only ones that have logged in this year. So we're doing some tracking of the other emails to see if these emails are even relevant or not. Should we get rid of them or is there a reason why they only sign in once in a while. Our exchange server which is our mail server is 10 years old. (Inaudible) 2007 we're using. I have to upgrade that this year I don't have a choice. The price to upgrade, there is a price for the server and there is a price for each mailbox. Each mailbox is going to cost \$65 a piece. If I do all 550 mailboxes we're talking \$35,750.00.

Com. Good, That's a year?

Mr. Wellsand, Yes. This is an initial purchase. So I think we need to step back a bit. Re-evaluate the departments. Go out and talk to the department heads and the public officials and say these are the people that have emails in your department. Is this really necessary? So we can get a better handle on it. I've been here 12 years and what I've seen in the past that any new person that comes in gets an email whether they need it or not, but this is type of things that we need to find out.

Com. Blaney, Of those 200 people that haven't logged in, I'm doing some math quick and that is \$13,000.00.

Com. Good, It's just a waste.

Com. Blaney, Yes.

Mr. Wellsand, IT department also archives emails that were sent out. We can kind of see what type of things people are responding to. Whether it's personal stuff or business related and come up with a better figure probably. That is going to take us some time.

Com. Good, Well I think based upon the numbers that you've given us I think it's crystal clear we have a problem Houston. Now we have to go to work.

Mr. Wellsand, Since we've started archiving in 2010 each the number of emails have kept on increasing. So we're looking at next year after 2017 maybe have 6 million to go through. And we archiving everything that takes up disc space and that is expensive also. Our biggest threats to our data, I think Number 1 is the user. We've seen a lot of cases at night where they do not log off of the computer. We've had cases of people giving passwords out. Those are the two main things a user will do. Second thing on our list is email, people opening up attachments. If it's not business related my people don't open it up. We just automatically just leave those things. And the third threat is the internet. People go into websites and clicking on links. And the last thing I would like to bring up before I answer any questions is manpower. I had to take one of my engineers off of his responsibilities for about 10 hours a week to do nothing but strictly track the security stuff in the Ransomware and any type of security threats that we have. If we start to track emails sent out I'm probably going to have to take off one of my engineers and I anticipate that to be about another 10 hours a week. So for 20 hours a week I'm going to lose production from 2 of my engineers. Is it necessary? We're going to find out since we just put these new applications in place we really might not have to hire anybody, but I just want to put that in the back of your minds. And the last thing I would like to bring up, I would like to open up a dialog with the Commissioners as far as the IT getting a line item for overtime. I don't mind giving my people comp time when we have scheduled projects to do, but each one of my guys is on call for a month at a time and we get emergency calls. We have to drop what we're doing and go take care of some of the stuff. I'd like to pay these guys overtime for that type of work and comp time for the projects.

Com. Good, Thank you Don. Just so everyone knows I just asked Don to give us some numbers at the end of last week and that was pretty good for short notice. Thank you. Well I think we see we have a problem.

Com. Blaney, Oh yes.

Com. Good, And I think that I know from our perspective we talked about it just briefly, but this is something that we're going to have to probably, department heads, elected officials you will start seeing emails out of our office and the IT office as to how we're going to rein this in. This not only is a problem with regards to a cost to the County that Don outlined with regards to what we have to do to combat the security. This just breathes very heavily to me as inefficient productivity issues here. We have people that are on the internet, shopping or doing whatever they're not working.

Com. Blaney, At the same time we have \$126,000.00 of comp time.

Com. Good, That we have to deal with as well too. This again is under the definition of efficiency something that we talked about earlier and throughout this meeting. We will rein this in and we will come up with some new policies, but I think everybody and in today's world that is sitting in this audience and that are probably watching or listening to this meeting understands - that we have a real issue in this country and in this world with regards to internet security. We are the task keepers and the gate keepers of making sure that our County is safe and that we have a safe internet system. Don, the IT department and the Board of Commissioners oversee that. We take that responsibility very seriously. Even more seriously in today's world. We don't need as a County government to be hacked. Now also keep in mind that there are departments in County government that need Facebook access, that need internet access, we know that. But with that is going to come additional layers and additional procedures of what you can and cannot do. Any of you elected officials or department heads that are in this meeting today I would encourage you to take the bull by the horns and let's start trying to figure out what our folks are doing in our offices. And this is another area we need to manage. This is nothing but a management issue folks. That is nothing more than that. I think if we can get this under control the money that we're spending on Malware and all of these other things that money needs to be spent on additional IT infrastructure that we are behind on. We are at a breaking point here. We need to focus on the management first and let's figure out how we can solve that problem to keep the costs under control, manage it and then let's move forward with how we're going to go forward. Any other comments from the other Commissioners?

Com. Biggs, Because we are a policy making board we're not going to create new policy that does not have consequences attached to it. So it's going to have to be changed and those that are doing it better adopt it sooner rather than later, because like I said there will be consequences.

Com. Blaney, I think Don's report speaks for itself. We've got a problem to solve.

Com. Good, And I would just like to take this time to address all of the employees of County government and just say stop and be a better steward of you internet access on behalf of the County. So there is my personal request and I say that friendly but we need your help. So let's get on it and let's fix it. Thanks!

ENGINEERING - HIGHWAY DEPT. - RAY RIDDELL

Com. Good, Jim why don't you go ahead and read that out since it is your district.

1. North District

- Timberland Farms Estates Subdivision Acceptance and Maintenance Bond Acceptance in the amount of \$281,036.00. Recommend Approval.

Com. Biggs, moved to approve. Com. Blaney, seconded, motion carried.

- Letter of Credit from Porter Bank for the Preserve Subdivision in the amount of \$78,200.00. Recommend Approval.

Com. Biggs, moved to approve. Com. Blaney, seconded, motion carried.

2 South District

- LPA Claim Form 10 for Porter County Replacement Bridge 62, CR 1000 S over Kankakee River, in the amount of \$29,108.40. Recommend Approval.

Com. Blaney, moved to approve, Com. Biggs, seconded. motion carried.

PORTER COUNTY RIGHT TO LIFE - PATTUTTLE

A request for approval from Pat Tuttle, Executive Director of the Porter County Right to Life to hold a Prayer Vigil in front of the Courthouse on Saturday, January 21, 2017 from 12:00 to 1:00 p.m.

Com. Good, Before we get into taking a vote my question to you Pat is where do you plan at the Courthouse area having this vigil? As we're becoming more and more familiar with these requests up here as the Board of Commissioners we've been trying to make sure we designate the area. So everyone knows who is on first.

Ms. Tuttle, We are on the Northside of the Courthouse, right in front of the door.

Com. Good, And this is on a Saturday.

Ms. Tuttle, It's on a Saturday so it's closed it's an hour long prayer vigil and peaceful demonstration and I appreciate your taking in consideration our first amendment right of free speech and peaceable assembly.

Atty. McClure, So basically the big landing pad on the Northside of the Courthouse.

Ms. Tuttle, Yes.

Atty. McClure, Okay, perfect.

Com. Good, Any other matter questions Commissioner?

Com. Blaney, moved to approve. Com. Biggs, seconded. motion carried.

Com. Good, I hope you have a good vigil there.

Ms. Tuttle, And you are all invited.

Com. Good, Okay. Do we have any other business, would anyone care to address this body?

With no further business the meeting was adjourned at 11:13 a.m.

BOARD OF COMMISSIONERS
PORTER COUNTY, INDIANA

Jeffrey J. Good

Laura M. Blaney

Jim Biggs

Attest: _____
Vicki Urbanik, Auditor

