

# IT / EQUALIZATION COMMITTEE

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## Members

Chris Wittenbach, Dawn Bales, Dustin Krasny

## MEETING LOCATION

Chambers  
301 N. Main Street  
Adrian, MI 49221

**Minutes:** Thursday, June 2, 2022 – 1:30 p.m.

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**Present:** Commissioners Wittenbach, Bales, and Stimpson

**Absent:** Commissioner Krasny

**Also Present:** Kim Murphy, Shannon Elliott, Rebecca Borton, Burke Castleberry, Shelly Delong, and Matt Richardson

### I. Approval of Minutes

*Motion by Bales, supported by Stimpson, to approve the minutes of the May 5, 2022 meeting. Motion carried.*

### II. Information Technology

**A. Finance Reports:** The finance report was reviewed.

**B. Department Reports:** There were no departmental reports or concerns.

**C. IT Report:** Matt reviewed the status of current projects.

#### D. Other IT Business

**Pros Atty Case Management System:** Prosecutor Castleberry reviewed the issues that his office continues to experience with the OnBase case management system. There have been 20 days of down time since the 4/18/22 upgrade, and they continue to function at approximately 60% efficiency. The maintenance fee cost \$51,000 annually.

An alternative solution, Karpel's Prosecutor-specific case management system, has been thoroughly reviewed and promises to be more efficient. It has potential use law enforcement and the public defender's office.

Matt Richardson added that the system will work with Vinelink, CCH system, and the West Law Library. It also offers self-training videos in lieu of sending someone to become a certified user.

The OnBase system will need to be maintained until records are either transferred or become obsolete.

*Motion by Stimpson, seconded by Bales, to recommend to Personnel/Ways & Means the approval of \$184,800 out of General Contingency for the purchase of the Karpel case management system; with an annual service agreement of \$43,200. Motion carried.*

**Chamber Update:** Kim Murphy reported that she has been working with Matt to reconsider how to best set up the chambers for presentations. Recent presentations have proved to be challenging. The media wall option is going to be replaced by movable monitors; that have a designated laptop, cameras, and speakers. The intent is to be able to professionally present information, while having the capability of recording.

She added that the acoustics professional is set to come in soon to assess the room.

It was suggested that considerations be made for those with hearing devices that can connect into the sound system and be controlled by the individual.

### **III. Equalization**

Equalization Director, Shelly DeLong provided an update on the activities of the Equalization Department.

### **IV. Public Comment**

There was no public comment.

### **V. Adjournment**

*Motion by Bales, seconded by Stimpson, to adjourn the meeting at 2:10 p.m. Motion carried.*