County of Frederick

Information Technologies
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To: Board of Supervisors
From: Scott Varner, IT Director
Date: October 5, 2016
Subject: Information Technologies Committee Report

The Information Technologies Committee met in the First Floor Conference Room at 107 N Kent Street at 8:15 a.m. on Wednesday October 5, 2016. Present were Gary Lofton, Board of Supervisors IT Chairman; Judith McCann-Slaughter, Board of Supervisors IT Member; Robert A. Hess, Board of Supervisors IT Member. Absent were Quaiser Absar, IT Citizen Member, Lorin Sutton, IT Citizen Member, and Todd Robertson, IT Citizen Member. Others present were: Brenda Garton, County Administrator; Scott Varner, IT Director, Patrick Fly, Deputy GIS Manager, Michelle Nugent, Network Operations Supervisor, Benny Tyson, MIS Director, and Alisa Scott, Administrative Assistant.

Items Not Requiring Action

1. Introduction of IT Director

2. Assessment of department and current projects

3. Reorganization ideas shared after initial IT staff assessment

4. Changes to IT Procurement Policy

5. New projects (Microsoft Office 365)

6. Strategic planning

7. Board of Supervisors to receive an update per month on IT project statuses and ideas.

Respectfully Submitted,

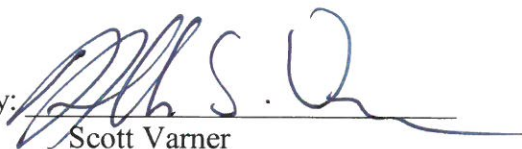Information Technologies Committee
Gary Lofton, Chairman
Judith McCann-Slaughter
Robert A. Hess
Quaiser Absar
Lorin Sutton
Todd Robertson

By: _____
Scott Varner
IT Director

107 North Kent Street, Winchester, Virginia 22601