

ADDITIONAL

ANOKA COUNTY BOARD AGENDA

FOR THE DECEMBER 17, 2019, COUNTY BOARD MEETING

9:30 A.M.

Anoka County Government Center - Anoka, MN

1. Committee reports.
 - A. Information Technology Committee report.
 - B. Property Records and Taxation Committee report.

ANOKA COUNTY

INFORMATION TECHNOLOGY COMMITTEE REPORT

FOR THE TUESDAY, DECEMBER 17, 2019 COUNTY BOARD MEETING

The Information Technology Committee meeting was held on Thursday, December 12, 2019 at 11:30 a.m., in Conference Room 772, Government Center, Anoka, Minnesota.

Committee Members Present – Commissioner Mike Gamache, Chair
Commissioner Robyn West

Absent – Commissioner Scott Schulte

Others Present – Mindy Meisner, Susan Vreeland, Dan Lekatz, Jason Stover, Nan Martin, Carrie Johnson.

***Action Item:**

1. The Information Technology Committee recommends the County Board approve contract #C0007109 with VertiQ software, LLC, 18625 Sutter Blvd., Suite 500; PO Box 787; Morgan Hill, CA 95037 for a new case management system for the Midwest Medical Examiner's Office – **see attached Action Item** – from Susan Vreeland.



ANOKA COUNTY IT COMMITTEE ACTION ITEM

DECEMBER 12, 2019

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	The IT Director is requesting that the IT Committee consider recommending the County Board approve contract #C0007109, in the amount of \$241,832 with a change order of \$13,356 with VertiQ software, LLC, 18625 Sutter Blvd Suite 500; PO Box 787; Morgan Hill, CA 95037, for a new case management system for the Midwest Medical Examiner's Office.
BACKGROUND	<p>The current case management system, created in house by Information Technology, has served the Medical Examiner's Office well for many years. However, with the need for new and evolving technologies, the current system is longer viable for the ever-growing needs of the Medical Examiner's Office.</p> <p>New requirements include the ability to attach documents, images and X-Rays to a case. Currently, if a Doctor needs to review a case now, they must use multiple systems to review all pertinent information which adds complexity to managing case files.</p> <p>In addition, the footprint of the Midwest Medical Examiner's Office continues to expand its services with new counties and jurisdictions coming on board for services on a regular basis. Their Office needs the functionality to process information and cases in a more streamlined manner.</p>
SOLUTIONS	<p>VertiQ is willing to provide a solution that is utilized by multiple agencies in Minnesota. The doctors and staff at the Midwest Medical Examiner's Office and the staff in IT are familiar with their product, and it fulfills the requirements of the ME's Office.</p> <p>The solution will include a "workflow" for staff, dashboard views of cases and information, digital signature abilities, ability to secure file and photo uploads, barcoding of medications and personal property, storage of medical records and morgue status and a complete audit trail.</p> <p>Dr. Rebecca Asch-Kendrick and Angie Chalmers from the ME's Office, in conjunction with Carrie Johnson in Purchasing and Lisa Menth from IT, collaborated on this initiative, which included everything from participating in calls and discussions with the vendor, developing system requirements, testing the solution, and negotiation of costs. The experts at the ME's Office have been an integral part of the selection of the new system.</p> <p>Gary Alberts of the Medical Examiner's Office, the Executive Sponsor of this project, has had extensive involvement as well.</p>
CONCLUSION	<p>The initial contract with VertiQ will be for five years. Costs in year one, in the amount of \$92,982, includes \$58,900 for implementation, \$33,600 for application hosting fees and image storage fees of \$482.00. Years 2-5 include \$33,000 for application hosting fees and annual doubling in costs for storage fees.</p> <p>The total contract over 5 years is \$241,832. In addition, I am requesting an implementation change order in the amount of \$5,890.00 and a storage fee change order in the amount of \$7,466.00.</p>
RECOMMENDATIONS	Recommend the County approve contract #C0007109, in the total amount of \$241,832 with a change order of \$13,356 with VertiQ software, LLC, 18625 Sutter Blvd. Suite 500; PO Box 787; Morgan Hill, CA 95037 for a new case management system for the Midwest Medical Examiner's Office.

ANOKA COUNTY

PROPERTY RECORDS AND TAXATION COMMITTEE REPORT

FOR THE DECEMBER 17, 2019 COUNTY BOARD MEETING

The Property Records and Taxation Committee meeting was held on December 12, 2019 at 2:00 p.m. in Conference Room #772 of the Anoka County Government Center, Anoka, Minnesota.

Committee Members Present: Commissioner Mike Gamache (Chair), Commissioner Matt Look

Committee Members Absent: Commissioner Robyn West

Others Present – Rhonda Sivarajah, County Administrator, Jonell Sawyer, Division Manager of Property Records and Taxation, Pam LeBlanc, Director of Property Records and Taxation, Alex Guggenberger, County Assessor, Paul Linnell, Elections Operations Manager, Jake Probst, Elections Specialist, Jodie Raymond, Property Taxation Manager, Kelsey Tur, Tax & Assessment Research Analyst, Jolene Jorgensen, Project Manager, Jason Stover, Assistant County Attorney, and Commissioner Mandy Meisner

All items were approved by all committee members unless otherwise noted.

ACTION ITEMS:

- *1. The committee recommends the county board adopt Resolution No. 2019-PRT26 Authorizing the Anoka County Application for Minnesota Voting Equipment Grant Funds.

See attached county board action item

*Requires board approval

INFORMATIONAL ITEMS:

2. The committee had a discussion on the City of Ramsey Petition for Writ of Mandamus – TIF District 14.
3. The committee was updated on the PRT Tyler Migration Project (C0005578, Tyler Technologies, Inc.).

Additional Items:

4. There were no public comments at this meeting.
5. The schedule for 2020 meetings will be determined at a later date.

Consent Items:

The chair has reviewed and sent for approval various tax claims and abatements that will be considered by the county board on December 17, 2019 as recommended by the chair.

The meeting was adjourned at 2:55 p.m.



ANOKA COUNTY PROPERTY RECORDS & TAXATION COMMITTEE

COUNTY BOARD ACTION ITEM

PRT Committee Meeting Date: December 12, 2019

County Board Meeting Date: December 17, 2019

ITEM	County Application for Voting Equipment Grant
ACTION REQUESTED	Adoption of Resolution Authorizing the Anoka County Application for Minnesota Voting Equipment Grant Funds
BACKGROUND	<p>The Office of the Minnesota Secretary of State (OSS) is currently soliciting applications from jurisdictions for grants to purchase voting equipment.</p> <p>\$2 million has been appropriated to the Voting Equipment Grant Account pursuant to M.S. 206.95. Grants of up to \$5,000 per precinct may be made to purchase any combination of optical scan counters (OS), assistive voting devices (AVD), or electronic rosters until the appropriation is exhausted. Similar to the last voting equipment grants issued in 2018, we expect grant requests to exceed the appropriation available. In that case, the OSS will prorate the grant amounts to each eligible jurisdiction to match the amount available. Jurisdictions must agree to provide a local match of 50% or 25% of the cost of the equipment, dependent upon which type of equipment is purchased. The minimum grant amount that Anoka County would receive is \$62,241.28 (\$486.26 per precinct).</p> <p>Anoka County intends to use grant funding to purchase assistive voting devices. The current AVDs – the ES&S AutoMARK – were purchased in 2006 and have surpassed their shelf life. They frequently break down and require ongoing repairs and maintenance during equipment testing and on Election Day. In October 2019, a new AVD was certified by the OSS, providing Anoka County with a viable replacement option that is compatible with our current voting equipment system.</p> <p>Grant applications must be received by 4 p.m. January 31, 2020. Funds are expected to be awarded by March 31, 2020 and funds must be used by December 31, 2020.</p> <p>All county applications must include a resolution from the county board of commissioners approving the application for these funds.</p>
RECOMMENDATIONS	Adoption of Resolution Authorizing the Anoka County Application for Minnesota Voting Equipment Grant Funds
SUBMITTED BY	Paul Linnell, Elections Manager Jonell Sawyer, Division Manager, Property Records and Taxation

**RESOLUTION #2019-PRT26
AUTHORIZING THE ANOKA COUNTY APPLICATION FOR
MINNESOTA VOTING EQUIPMENT GRANT FUNDS**

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting applications from local jurisdictions for grants to purchase voting equipment pursuant to M.S. Section 206.95; and,

WHEREAS, Grants of up to \$5,000 per precinct will be made to purchase any combination of optical scan counters, assistive voting devices, or electronic rosters until the appropriation is exhausted; and,

WHEREAS, Anoka County plans to purchase replacement assistive voting devices to be used in all precincts in the county with planned implementation beginning with the 2020 State Primary Election; and,

WHEREAS, Jurisdictions must agree to provide a local match at least equal to one-half the amount of the grant received that is used for electronic rosters; and,

WHEREAS, Applications must be received by 4 p.m. January 31, 2020, funds will be awarded by March 31, 2020 and must be used by December 31, 2020 and if not used by December 31, 2020 must be returned to the Minnesota Office of the Secretary of State.

NOW THEREFORE BE IT RESOLVED that the Anoka County Board of Commissioners hereby approves the application for the 2019 Minnesota Voting Equipment Grant Account and directs staff to submit the application by the deadline of January 31, 2020.