

TUESDAY, MARCH 24, 2015

**APPROVED MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING HELD**

**STATE OF MINNESOTA)
COUNTY OF DODGE)**

**COUNTY ADMINISTRATION OFFICE
MANTORVILLE, MN**

2015-06 C.O.W.

The Dodge County Commissioners met in Committee of the Whole March 24, 2015, in the Commissioner's Room at the Dodge County Courthouse Annex, Mantorville, MN, at 4:30 p.m. CST. Chair John Allen opened the meeting at 4:30 p.m. CST.

Meeting Convened

The Chair acknowledged those present:

Those Present

Members present:	John Allen	District #1
	Tim Tjosaas	District #2
	Rodney Peterson	District #3
	David Erickson	District #4
	Steven Gray	District #5

Members absent: None

Also present:	Jim Elmquist	County Administrator
	Becky Lubahn	Deputy Clerk
	Tobey Hicks	Director of Information Technology

Director of Information Technology Tobey Hicks met with the Board to discuss audio and video needs for the new County Board Room in the Government Services Building.

New County Board
Room Audio & Video
Needs Discussed

Mr. Hicks informed the Board the new County Board Room will need microphones, speakers, displays and other equipment.

Dodge County IT staff has met with three vendors and discussed the needs for the Government Services Building Board Room and came up with the following options:

1. MARCO = They have come onsite and put together a quote with a nice setup which has a central control system. This central control system would allow for adjustments of sound, sound location, images on the displays and more. The quoted amount was \$36,907.51.
2. All Systems = They have come onsite and put together a system that will work for Dodge County. This system includes recording and video recording of the room for playback at later times. The quoted amount was \$23,751.00.
3. M Space = They have come onsite and did not submitted a quote for IT to review.

Dodge County IT staff recommends Option 2, the All Systems quote. Mr. Hicks indicated this quote will provide adequate equipment for all of the needs the county had to meet.

Commissioner Gray asked for clarification on what IT wants the system to do.

Information Systems Specialist Eric Schwartz informed the Board the large conference room gets used every day. Mr. Schwartz felt it was important to have large monitors available for training purposes, electronic presentation capabilities and for the people attending meetings to be able to hear the presenters.

[New County Board Room Audio & Video Needs Discussed - Continued](#)

Commissioner Gray summarized what they are looking for is a system with an electronic source for sound and the video capability via laptop or other electronic devices.

Discussion took place regarding the budgeted amount for the Board Room.

John McNamara from Wold Architects & Engineers informed the Board \$50,000 has been budgeted for the Board Room in the Government Services Building.

Commissioner Gray suggested other possible uses of the system that would be desirable would be a system that has the possibility of archiving and/or storage capabilities.

Mr. Hicks stated in talking to other IT Directions he has learned that 50% of them provide meeting recordings for the public to view.

The IT Director informed the Board the proposed system has a camera and audio options available.

Commissioner Gray shared with the Board his background in working with audio systems. Mr. Gray questioned whether or not there were other video/audio options available to the county.

Due to time constraints no consensus was reached regarding the Government Services Building County Board Room audio and video needs.

The Chair asked the IT Director to present his Courthouse/Government Services Building data connection request at the full Board meeting in order to allow Mr. McNamara additional time to discuss Phase I of the Furniture Plan for the Government Services Building.

[Data Connection Discussion Pushed Back to Full Board Meeting](#)

Mr. McNamara met with the Board to discuss Phase I of the furniture plan for the Government Services Building.

[Phase I Furniture Plan Discussion](#)

The Board was informed that due to time constraints and a meeting that took place between Wold, staff, and Schmidt Goodman on Thursday, March 19, 2015, Schmidt Goodman's final pricing was not available at the time the Board packet was mailed out. Dodge County has asked for pricing as to the cost for a mixture of furniture reuse in the new building and for new furniture in various areas including the Board Room, conference rooms, front office areas and public areas.

The projected costs associated with Phase I of the furniture plan were distributed.

Mr. McNamara reported due to our mid-May target date for moving to the new facility, the county needs to make a decision regarding the first phase of the furniture as there's a minimum for four weeks lead time on ordering.

Phase I Furniture
Plan Discussion -
Continued

The Chair adjourned the meeting at 4:28 p.m. CST.

Meeting Adjourned

ATTEST:

**JOHN ALLEN
CHAIR, COUNTY BOARD**

**BECKY LUBAHN
DEPUTY CLERK**

DATED: