

**INFORMATION TECHNOLOGY COMMITTEE**  
**March 23, 2015**

**A. CALL TO ORDER & ROLL CALL**

Chairperson Newcomer called the meeting to order. Present at roll call were Alderpersons Newcomer and Armstrong, Daryl Rausch, Martin Shanks, and Tammy Derrickson. Also present were Tech Services Director Rob Jacobson, Alderpersons Beer & Boyce, and a citizen.

**B. CORRECTION OF MINUTES**

none

**C. BUSINESS:**

**1. TASK FORCE TO PRESENT FINDINGS TO THE IT COMMITTEE**

Rob Jacobson took the lead and presented information. He provided information from a company called iSolved/Timeforce that uses timeclocks. Employees can also log in using smartphones. It interfaces with Clarity, the current payroll software. Jacobson then presented information regarding the cost of the software and timeclocks.

Jacobson said they also reached out to KRONOS . They would not do a webinar with the task force. The task force did view an online presentation by KRONOS, but it left them with more questions. The rough cost estimate is nearly the same price as iSolved and offers a similar product.

Jacobson then said that he and Martin Shanks talked to several of the department heads regarding the timeclocks and possible software. Questions and discussion ensued. This software would save time for the employees entering payroll and free them up for other duties. Chief Rausch said he is not convinced this will work in the fire department. More discussion took place. This could replace the city's current payroll system. The time clocks could be used with another system if this company does not work out.

**2. CONSIDERATION OF REQUEST FOR PROPOSAL OF AUTOMATED TIME SYSTEM**

Discussion ensued. Jacobson suggested using cards that can be used as prox cards to get into a building and also be used in the timeclocks. He then recommended trying to work this into the 2016 budget.

Jacobson commented that they will come back in 60 days or less with a formal proposal. Several members of the committee indicated that they want the timecards tied into a prox reader. The committee generally agreed to this. Jacobson then clarified that this is to formalize the Timeforce proposal. More discussion took place.

**D. BUSINESS PRESENTED BY MEMBERS**

none

**E. ADJOURNMENT**

Motion to adjourn made by Alderperson Armstrong and seconded by Martin Shanks.

Motion carried.

Carol J. Stamm, CMC, WCMC  
City Clerk/Director of General Government