

INFORMATION TECHNOLOGY COMMITTEE

June 2, 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, and Martin Shanks. Also present were Mayor Ross, Jordan Nordby of Main Street Monroe, other city staff, alderpersons, and David Litin of the Monroe Times. Al Gerber was absent.

B. CORRECTION OF MINUTES

none

C. BUSINESS:

1. CONSIDERATION OF ISOLVED PROPOSAL

Rob Jacobson explained. Discussion ensued. ISOLVED is a human management company. There are several areas of their suite that can be beneficial to the city. It will feed our current Clarity payroll system or the city can adopt Isolved payroll's system. If we use their payroll system, we can streamline new employee processing and other things. Jacobson further explained. This also has an electronic scheduling module. We can use Isolved for HR, payroll, and time & attendance. Daryl Rausch commented that this can give us the ability to use electronic payroll stubs rather than paper and will save stuffing envelopes. Karla Fritsch added comments. Questions and discussion ensued. This proposal includes all of these functions and uses their payroll system and not the current Clarity payroll. Karla Fritsch said that a payroll policy will need to be set up. If someone is not clocking in, she feels it needs to be addressed right away. More discussion ensued. Alder Newcomer inquired about implementing this piece by piece. Jacobson said that it could be done that way, but the task force thought it may be best to do it all at once. Jacobson then went over the costs and explained that the start-up cost would be \$12,380, which would include the timeclocks and the implementation fee. Other fees would not be due until the first payroll run. More questions and discussion took place. Daryl Rausch then commented that this software provides accountability and streamlines work. Motion made by Alderperson Armstrong to send to the Finance Committee to find the initial cost and move forward. Alderperson Newcomer seconded the motion. Motion carried.

D. BUSINESS PRESENTED BY MEMBERS

none

E. ADJOURNMENT

Motion to adjourn made by Alderperson Armstrong and seconded by Alderperson Newcomer. Motion carried.

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