Minutes
IT Subcommittee Meeting
June 21, 2012 8:00 AM
Township Building Conference Room A

Public Notice Given

Attendees: Patteson, McQueen, Hough, Berkhout, Crumiller, Butler, Rayner, Simon. Absent: Singer, Liverman, Rivkin

Approval Given to Minutes of Last Meeting June 7, 2012

Future Meeting Dates – All at 8:00 am, Township Building

- July 5
- July 19
- August 2
- August 16
- August 30

Agenda Items

1) Comparative Discussion of CMIT and Mindshift Proposals
   - Unanimous recommendation of IT Subcommittee to select CMIT Solutions
   - Both vendors held in high regard across 8 qualitative considerations
   - Meaningful cost difference in winning proposal of CMIT Solutions
   - Recommended contract of $106,000 annual fee to include one year renewal at same rate, plus inclusion of $36,000 annual cost for on site support, if decision made next year by new governing body

2) McQueen asked to begin developing implementation plan for approved projects:

   - Phone System (Mitel and VOIP)
   - Email System (FirstClass)
   - Court Management System (Determine point person)
   - Dog Licensing Management (Municipal Software)
   - CAD Software (Engineering)
   - GIS (Engineering)
   - Boards and Commissions (Clerk)((Microsoft Access)
   - Parking Permits (Clerk)(Microsoft Access)
   - Resolutions (Clerk)(Microsoft Word)

3) Review of Remaining Inventory of Existing Software, Hardware, Vendor Support

- Simon to work with McQueen on Rapid Mass Calling System recommendation, especially suitability of free Mercer County system vs. retention of Rapid Notify as vendor for new Princeton
- Progress on other items to be presented at next meeting