PLANNING and ADMINISTRATION COMMITTEE
MINUTES
APRIL 13, 2010

The Planning and Administration Committee met on Tuesday, April 13, 2010 in the Committee Room, located on the second floor of the Administration Building beginning at 12:30 p.m. Mr. Carrigg, Committee Chairman, presided.

Members Attending:
John W. Carrigg, Jr., Chairman   William C. Derrick, V Chairman
William B. Banning, Sr.   M. Todd Cullum
James E. Kinard, Jr.

Also attending: Katherine Hubbard, County Administrator; Joe Mergo, Deputy County Administrator; Larry Porth, Finance Director/Assistant County Administrator; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

Web Site Update Project: Proposed Concept and Approach (Goal #1) - Information Services - Mike Ujcich, CIO - Mr. Ujcich presented staff recommendations for updating the County's website. He gave a brief overview of the creation, activity, and current usage level of the website since being created 10 years ago. Lexington County's website is visited by an average of 7,500 users daily reflecting a 70 percent increase since 2007, including a 39 percent increase in online tax payments. Mr. Ujcich said the County's website is congested and difficult to navigate with limited technology and needs to be upgraded to accommodate the continued increase in information made available to users. He reported the IS Department researched two options: 1) continue to build and maintain the County's website in-house or 2) have the State host the County's website. If the County continued to host the website, Information Services would be responsible for the purchase of licensing, staff training, and necessary equipment. However, if the State hosted the website, they would assist in the design, maintain all of the licensing required to host the page, and train County staff. In addition, by moving to the State's South Carolina Interactive (SCI) service they are able to provide more security as well as federal and state mandated compliancy checks. Staff recommends upgrading the County's website with the new functionality offered by SCI to create a site with a fresh new look, features, and functions. The only cost incurred would be labor related to staff training and organizing the project transition. The Committee expressed concerns about losing some of the navigational features to the current site. Mr. Ujcich reassured the Committee that the site would continue to be easy to use and navigate. IS staff will present the upgrades to the Committee to view and approve prior to going public.

A motion was made by Mr. Derrick, seconded by Mr. Banning to recommend to full Council to move forward with staff's recommendations for upgrading the County's website.

The vote in favor was unanimous.

Approval of Minutes - Meeting of February 23, 2010 - A motion was made by Mr. Derrick, seconded by Mr. Banning to approve the February 23, 2010 minutes as submitted.

The vote in favor was unanimous.

Old Business/New Business - None.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee   John W. Carrigg, Jr.
Assistant to the Clerk   Chairman

Diana W. Burnett
Clerk