

## Information Services Support Group (ISSG) Meeting - Annual Business Meeting

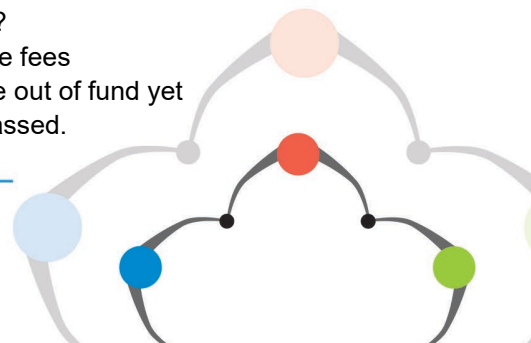
Wednesday, June 4, 2025

8:00-9:00 am

In Person at Arrowwood (Lake Vermillion)

### Minutes

- A. Call to Order – Tiffany Ahearn @ 8:02am
- B. Welcome/Introductions
  - a. All Attendees – Member List Attached
  - b. Recognition of Committee Members
    - i. Executive Officers
      1. Past-Chair: Dylan Edwards, Stearns County
      2. Chair: Tiffany Ahearn, Blue Earth County
      3. Vice-Chair: Tobey Hicks, Dodge County
      4. Recording Officer: Dylan Edwards, Stearns County
    - ii. Committee Chairs
      1. M365: Dylan Edwards, Stearns County; Paul Hershfield, Washington County
      2. Cybersecurity: Michael Stier, Olmsted County
    - iii. Liaisons
      1. MnCCC Board Liaison: Jon Eckel, Chisago County
      2. Aumentum Tax: Amy Middendorf, Morrison County
      3. Avenu Tax: Kyle Jerviss, Wabasha County
      4. Avenu CAMA: Kyle Jerviss, Wabasha County
      5. Community Health Services (CHS): Joseph Satre, Carver County
      6. Corrections: Adam Larson, Washington County
      7. County Attorneys: Vacant
      8. Finance & General Government: Jon Eckel, Chisago County
      9. HR & Payroll: Matt Troska, McLeod County
      10. Human Services: Dylan Edwards, Stearns County
      11. IFS and IFS Advisory: Jon Eckel, Chisago County
      12. Law Enforcement: Judy Hiller, Waseca County
      13. Property Information User Group: Jon Eckel, Chisago County
      14. State Modernization: Dylan Edwards, Stearns County
      15. Tax Court: Jon Eckel, ~~Stearns~~ Chisago County
      16. Tyler: Kyle Jerviss, Wabasha County
- C. Consent Agenda Items
  - a. Approval of Agenda
  - b. Approve Minutes – Planning Meeting on May 7, 2025
  - c. Vote 1 – Jon Eckel moved to approve agenda and minutes, Matt Troska seconds. Passed.
- D. Financial Report
  - a. Proposed 2026 Fees: Enhancement Fund Fee (used primarily for training): \$ 300.00 per year
  - b. Discussion
    1. Any ideas on how we would like to use our funds?
    2. ISSG members can get reimbursed for conference fees
    3. Training coordinated with MNCITLA has not come out of fund yet
  - c. Vote 2 - Kyle Jerviss moved to leave as is, Jon Eckel seconds. Passed.



- E. Committee Reports
  - a. M365 (Dylan Edwards/Paul Hershfield)
    - i. No longer meeting under MnCCC
  - b. Cybersecurity Committee (Michael Stier)
    - i. No Update
- F. Updates on MnCCC Contracts Available for Purchase
  - a. Adobe
    - i. Renewal completed in the fall
  - b. LinkedIn Learning
    - i. Renewal in July
    - ii. Remember to use your training credits
  - c. KnowBe4
    - i. Periodically sign agreement to get discount for members
  - d. FRSecure
    - i. Contract template in place
  - e. CyberForceQ
    - i. Contract template in place
  - f. Security Studio S2 assessment tool being explored
- G. MnCCC Board Liaison: Jon Eckel
  - a. Board meets once per month
  - b. Latest focus has been on the conference
  - c. Strategic planning, listening sessions during the conference
  - d. Please be at the membership meeting later today
- H. User Group Elections
  - ~~a. Chair~~
  - b. Vice-Chair
    - i. Vote 3 - Jon Eckel nominated Toby Hicks, Kyle Jerviss seconds, Passed.
  - c. Recording Officer
    - i. Vote 4 – Tiffany Ahearn nominated Dylan Edwards, Adam Larson seconds, Passed.
  - d. User Group Liaisons
    - i. Corrections Liaison Vacant
      - 1. Third Wednesday at 10:00
      - 2. John Smith volunteered to delegate someone.
    - ii. County Attorneys
      - 1. John Smith volunteered.
    - iii. Vote 5 - Jon Eckel moved the slate, Tobey Hicks seconds. Passed
  - ~~e. Recommendation for Board Tech Representative~~
- I. Membership Concerns
  - a. Tobey Hicks – Can we get a more consistent update from CyberSecurity
  - b. Kyle Jerviss – Any interest in a CyberforceQ/Elastic user group?
    - i. Sounds like the vendor is talking about doing a monthly call for Minnesota
    - ii. Amy will start assembling a group
  - c. Lisa Meredith – Government digital summit, lots of interesting subjects of things going on, bringing up resources and things that are going on. Discussion on what you're dealing with today would be helpful.
  - d. Dylan Edwards – Stearns will be looking for Contract Management and ERP in the next year or two, future agenda topics.

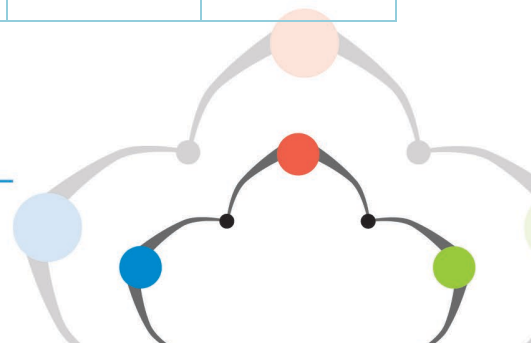
- e. Jon Eckel – BCA willing to do training, could be useful to get down to the operational level on different topics. MNCITLA has training coming up. IT is classed as a Non-Criminal Justice Agency, so even IT has to show a state issued ID and log in and out. FBI coming in September.

J. Adjournment @ 8:49am

**Next meeting: Wednesday, August 6, 2025, @ 10:00**

Vote Log

Name	County	Vote 1	Vote 2	Vote 3	Vote 4	Vote 5
<b>Tiffany Ahearn</b>	Blue Earth County	Y	Y	Y	Y	Y
<b>Jon Eckel</b>	Chisago County	Y	Y	Y	Y	Y
<b>Dylan Edwards</b>	Stearns County	Y	Y	Y	Y	Y
<b>Tobey Hicks</b>	Dodge County	Y	Y	Y	Y	Y
<b>Matt Troska</b>	McLeod County	Y	Y	Y	Y	Y
<b>Stuart Lien</b>	Clearwater County	Y	Y	Y	Y	Y
<b>Amy Middendorf</b>	Morrison County	Y	Y	Y	Y	Y
<b>Adam Larson</b>	Washington County	Y	Y	Y	Y	Y
<b>Jennifer Sutherland</b>	Itasca County	Y	Y	Y	Y	Y
<b>Brent Birkeland</b>	Douglas County	Y	Y	Y	Y	Y
<b>Rick Kelsven</b>	Ottertail County	Y	Y	Y	Y	Y
<b>Kyle Jerviss</b>	Wabasha County	Y	Y	Y	Y	Y



In accordance with Mn. Stats. § 13.01, Subds. (b)(6) and (c), this meeting is subject to Open Meeting Law. For more information, visit MnCCC's Resource Center: <https://mnccc.gov/resource-center/open-meetings>

**Members**

Anoka County  
Arrowhead Regional Corrections (ARC)  
Becker County  
Beltrami County  
Benton County  
Blue Earth County  
Brown County  
Carver County  
Cass County  
Chisago County  
City of Elk River  
City of Rogers  
Clay County  
Clearwater County  
Cottonwood County  
Dakota County  
Dodge County  
Douglas County  
Faribault County  
Faribault/Martin County Human Services (FMCHS)  
Fillmore County  
Freeborn County  
Goodhue County  
Hubbard County  
Isanti County  
Jackson County  
Kanabec County  
Lake County  
Lake of the Woods County  
Le Sueur County  
Martin County  
McLeod County  
Meeker County  
Morrison County

Mower County  
Nicollet County  
Olmsted County  
Otter Tail County  
Pennington County  
Pine County

Pipestone County  
Polk County  
Redwood County  
Rice County  
Scott County  
Sherburne County

Sibley County  
Stearns County  
Wabasha County  
Wadena County  
Waseca County  
Washington County  
Watsonwan County  
Winona County  
Wright County

