



# EMPOWERING MARION FOR SUCCESS II

## Information Technology

### **FY 23/24 – 1<sup>st</sup> Quarter Accomplishments (October - December):**

#### Organizational Experience

1. Improve Internal Communication
  - a. MCIT renewed the Microsoft Agreement which provided updated Sharepoint licensing for the County. The framework for the new Cloud Sharepoint site has been built.
2. E-Signatures
  - a. MCIT worked with Administration and determined that Procurement would be the pilot department to begin using Adobe Sign.

#### Public Safety

1. 911 Disaster Recovery Enhancements
  - a. MCIT held a meeting with Public Safety Communications (PSC) and developed a phased plan to conduct a failover test. This test is to ensure the PSC Computer Aided Dispatch (CAD) fails over to the back-up site and communications continue to field personnel.

### **FY 23/24 – 2<sup>nd</sup> Quarter Goals (January – March):**

#### Organizational Experience

1. Improve Internal Communication
  - a. MCIT will work with Directors to establish a group of individuals to become department Subject Matter Experts (SMEs) for SharePoint. These individuals will be trained on how to update and maintain their departmental webpages. MCIT will also collaborate with the SMEs to develop a baseline design template for Departments in coordination with Public Relations (PR).
2. E-Signatures
  - a. MCIT will present an E-Signature Policy for Administration approval and purchase Adobe Sign packets. Procurement will be trained on Adobe Sign and will be able to begin using chosen documents for E-Signature.

#### Public Safety

1. 911 Disaster Recovery Enhancements
  - a. Public Safety Communications (PSC) is scheduled for Phase I failover test the beginning of February. This test will include failing over servers to the secondary site, taking 911 calls from the alternate location, and dispatching Fire-Rescue calls from the backup site.