



Franklin County
A Natural Setting for Opportunity

Technology Steering Committee

Technology Steering Committee Plan

Committee Charter

To provide input and feedback on strategic technology direction, prioritize technology projects and tasks and review technology projects. The Board meetings shall be conducted every two weeks and are convened by the Director of Information Services. By working together to prioritize and track technology projects it is expected that the County will more efficiently and effectively realize the benefits of information systems. These benefits should also aid the County in moving more rapidly ahead in the technology age.

Team structure

The following structure may vary periodically by rotating different management team members based on the current strategic plan and immediate goals.

Chairman: County Administrator
Members: Director of Information Technology
Director of Finance
Commissioner of Revenue
County Treasurer
Record Keeper

Team roles and responsibilities

Chairman:

- make final decisions
- settle disputes

Dir. Information Services:

- provide members with current overall project plan and schedule reports
- provide reports of:
 - o open incidents since last meeting
 - o incidents close since last meeting with resolutions
 - o all open incidents with date opened

Record Keeper:

- track meeting minutes and distribute minutes to the members for review following each meeting