

ADAIR COUNTY COMMISSION MINUTES
TUESDAY, NOVEMBER 24, 2015

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Mrs. Shoush stated that she did not receive a bid from Mr. Ray regarding a new scanner for her office. He stated he was unable to provide a scanner and had no idea where to get one. Perhaps she could discuss the situation with her current software provider.

Mr. Ray also discussed the antivirus service. He could now add and remove work stations on a monthly basis. The cost would be \$36 per month or \$432 per year. The renewal for this service expires in December. It has been utilized in other work settings and was working well. The total savings of both ideas presented by Mr. Ray would save the County \$850 per year.

Mr. Ray also suggested adding a check defender system. This would require the employee to change their password every 90 days to access the system and would provide increased security. Mrs. Smith noted that this has been recommended by the Missouri State Auditor's Office in the last audit. Mr. Ray said that 3 out of 4 complexities were required to change a password. This included using upper case letters, lower case letters, a number, a symbol, and 8 characters. This would affect the Courthouse plus the Assessor who is on a separate server and the Annex building. Mr. Ray said he could complete this on January 1, 2016, and everyone would have to change their passwords beginning with the New Year. Mrs. Platz said she could add information regarding 90 day password changes to the Adair County Employee Handbook.

After discussion, Commissioner Thompson moved to accept all of the above changes. Commissioner Adams seconded the motion with all in favor. Advance notice will be given to all employees prior to the change.


Mr. Ray thanked the Commission for the opportunity to address the Elected Officials in one group. He will provide the Commission with updated billing information.

Mrs. Noe stated that the afternoon of December 17th had been set aside for an open house and Christmas party for the wards of the Public Administrator's office. Two churches would be helping to provide gifts for the wards this year. Also on December 1st and 2nd, Mrs. Noe would be hosting an Adult Mental Health First Aid Course provided by Mark Twain Behavioral Health. They have agreed to waive their fee for the course. The course may be offered again in the future to those who are unable to attend.

Mrs. Smith reported she had and other Elected Officials from Adair County had attended the Missouri Association of Counties meeting held earlier this month in the Lake of the Ozarks. She enjoyed the speakers as well as the breakout sessions. She noted that CERF (County Employee Retirement Fund) was #1 throughout the State of Missouri.

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ATTEST:


County Clerk


Presiding Commissioner