



# Staff Summary for Board of Commissioners

## Summary information

Date Presenting	November 8, 2017	Staff Lead	Jen Grote
Effected Departments & Offices	All County		
Topic	Website Redesign Project		

## Purpose

Per agenda: Provide update on website migration and changes.

This summary may serve as the update.

## Background

In early 2017, the current board of commissioners requested the IT department facilitate an overall redesign of the existing county website to include appearance rework and functional changes to individual office updating capability limits & content management process.

On May 24, 2017, Jen Grote, Director of IT, during a public board meeting, presented issues with the current site and plans for improvement through the development of a new site. The site's purpose, content management, functionality, and integration with social media were discussed. The board approved the expenditure of additional funds from the IT budget to accommodate this project. The PO was cut and presented to the existing county service vendor.

Design phase work began. Multiple questionnaires, conference calls, and meetings occurred during this phase. Several existing websites were reviewed by members of the board and IT, recommendations made, and the beginning of a new design scheme developed.

During the first week of September 2017, IT received notice of readiness for the proposed new design to the site. The new design was shown to the board members individually during standard working hours. The new design was approved with minimal modifications and the final design work begun.

On approximately September 7, 2017, IT received notification that the new site was entering the development phase. The code development phase can take 6-7 weeks for completion. Completion of development occurred in late September and the site was moved to the migration stage.

Migration occurred on September 28, 2017. IT is currently the only department with access to either the new site or the old site and any changes made to the old site must be made to the new site from this point forward. The new site was moved to the editing and training phase for the configuration of user access on October 3, 2017. It is estimated that this phase will take 2-4 weeks for completion.

IT is waiting on vendor to complete user workflow setup. During this process IT is working with the County Manager to make functional and design modifications to new site. Anticipated completion by first part of December.

## Key Points

History

Design completed

Migration completed

Editing and training phase in progress

Final phase: completion estimated by November 8. - - Discovered workflow function of new site not operational. Waiting on vendor completion. Anticipated completion of project: first part of December.

## Impact

Fiscal Previously approved and processed \$5,500 for project.

Services New custom design website with migration.

Infrastructure Existing

## Summary information

Required Decision Date NA Point of Contact Jen Grote

Board Action Requested None requested at this time.