

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
Monday, May 15, 2017**

A work session of the Cochise County Board of Supervisors was held on Monday, May 15, 2017 at 3:00 p.m. in the Recorder Conference Room, 1415 Melody Lane, Building B, Bisbee, Arizona.

Present: Ann English, Chairman; Patrick G. Call, Vice-Chairman; Peggy Judd, Member

Staff Present: Edward T. Gilligan, County Administrator
Arlethe G. Rios, Clerk of the Board
Lynette Nowlan, Finance Director

Attendees: David Stevens, County Recorder
Heather Lopez, Deputy County Recorder
Nike Noack, Budget Manager, Finance Department

Chairman English called the meeting to order at 3:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Budget Work Session - Discussion of County budget for Fiscal Year 2017-2018 specifically: the Recorder's Office.

Chairman English stated the purpose of this meeting was to focus on current operations, funding requests, and expected budget changes for the upcoming fiscal year. She noted that employee compensation was not part of this discussion.

Mr. Stevens went over several changes being made at the Secretary of State's Office that could possibly impact the budget for the Recorder's Office. He noted that recorders across the State would be meeting to discuss current and future charges by the Secretary of State's Office and decide if they were prudent.

He moved on to discuss his goal of cleaning up the voter registration rolls and said he was researching several options for software that could assist with the process, which was currently manual.

Vice-Chairman Call asked if Mr. Stevens had statistics for how much it would save the County to clean up the voter registration rolls.

Mr. Stevens said that he did not have those numbers yet.

He moved on to discuss a project digitizing more of the documents to make them available online for the public. He noted that if the County chose the same program as Maricopa County, Maricopa would pay for the service and each County would only be responsible for maintenance costs.

Vice-Chairman Call asked Mr. Stevens to coordinate with the Information Technology Department when considering purchasing any technology, specifically software.

Mr. Stevens moved on to equipment issues and stated that two out of their four readers were down. He explained that if a digitizing software was purchased his office would no longer need readers. He encouraged the Board to support this move since readers were out of date and finding parts was difficult and expensive. He added that they had submitted a funding request for a new printer for maps that would be about \$13,000.

Ms. Lopez said that the printer is also a scanner and is used to record survey maps.

Ms. Nowlan mentioned that Mr. Casey is working on coordinating between several departments that have a similar need for this type of printer.

Vice-Chairman Call asked about the issue over billing school districts the incorrect amount.

Mr. Stevens said that the Recorder's Office had been responsible for the mistake in billing and his staff was currently working on the process to ensure the mistake did not occur again.

The Board thanked Mr. Stevens for the update.

Chairman English adjourned the meeting at 3:25 p.m.

APPROVED:

Ann English, Chairman

ATTEST:

Arlthe G. Rios, Clerk of the Board