

**BOARD OF SUPERVISORS
NAVAJO COUNTY, ARIZONA**

**Special Meeting
January 26, 2004**

Supervisors' Chambers, Holbrook, Arizona - Time: 11:05 a.m.

PRESENT: Present in Chambers: Chairman J.R. DeSpain; Member Pete Shumway; County Manager Jimmy Jayne; County Attorney Mel Bowers; Deputy Clerk Kathy Hieb. Present by conference call: Members Percy Deal and Jesse Thompson. (Vice-Chairman Jerry Brownlow was attending a meeting with the White Mountain Apache Tribe and could not be present)

Mr. DeSpain led the Pledge of Allegiance and offered the invocation.

ADMINISTRATION: James Menlove, Finance Director: 1) Request to authorize expenditure of funds for training costs in conjunction with an upgrade of the county's accounting software, with funding to come from vacancy savings in Administration; and 2) Request to purchase eight (8) computers for training on accounting software upgrade, with funding to come from vacancy savings in Administration: Mr. Menlove explained that for the last few years, Administration has operated under the Visions program, which has been unable to provide timely reports and information. Navajo County has been given the opportunity to upgrade the software to the Enterprise Version of Visions, at no cost to the county. We will be a test site for the software, which will provide a more consistent database and allow more complete and comprehensive reporting. There is no cost for the software itself, but there is a cost for training the employees to use the software. The cost to send eight (8) employees to Phoenix for the 150 hours of training would be approximately \$67,000. (training, travel, meals, hotel=approximately \$470/day/employee for 150 hours). By having the training here, the cost would be \$18,000. Mr. Menlove presented a cost analysis for the purchase of eight computers versus the rental of the computers for one month. The rental would be about \$3000. To purchase those same computers would cost \$12,500. However, the computers would then be ours. The total cost for training and the purchase of computers would be \$30,500. This would be a significant savings over having the training in Phoenix (\$67,000). In addition, the computer equipment would be used county-wide for training purposes. They would not just replace existing equipment. Mr. Menlove explained that funding would come from vacancy savings in Administration, which at present is approximately \$120,000. Mr. Jayne explained that two positions were left unfilled when the previous administration retired. These positions will remain unfilled to help cut costs for the county. This amount has accumulated over a six month period, and more will accumulate by the end of the fiscal year.

A brief discussion ensued regarding the necessity of having this meeting today versus the regular meeting to be held on February 2nd. Mr. Deal requested a work session on the Open Meeting Law in regards to special and emergency meetings.

Mr. Shumway made a motion to approve the funding request in the amount of \$30,500, for the cost of training eight employees on the Enterprise Version of the Visions Program, and the purchase of eight computers, as presented; motion seconded by Mr. DeSpain; vote unanimous approving the motion. (Mr. Thompson's telephone was apparently disconnected from the conference call at some point during the discussion. He was not present for the vote. However, Mr. Thompson was reconnected to the call after the vote, and he indicated he had no objection to the motion.)

BOARD BUSINESS: There was no business presented.

There being no further business to come before the Board of Supervisors, the meeting was adjourned until **Monday, February 2, 2004**, upon a **motion made by Mr. Shumway**; motion seconded by Mr. Thompson; vote unanimously carried. The meeting adjourned at 11:45 a.m.

APPROVED:

J.R. DeSpain, Chairman

DATE:

ATTEST:

Judy Jones, Clerk of the Board