

AGENDA
Website Committee
August 7, 2017 - 4:30 P.M.
Legislature Chambers

Ahead of meeting preparation:

- Review www.LifetimeBenefitSolutions.com site
- Think about domain name ideas

1. Welcome Schiele
2. Changes to the Agenda
3. Approval of Minutes of July 25, 2017 (4:35)
4. GotoMeeting with DiscovereGov (4:40) Kathy Gudich/Lyn Kelly
 - Discussion with DiscovereGov of Desired Website Outcome
 - Vendor responds to outcome discussion and provides examples of their work. Vendor reviews site structures --- template and stylesheets or modules --- and discusses benefits for good design, ease of updating, and simplicity for expansion.
 - Page Design Suggestions
 - Next steps
5. Domain Name Suggestions (5:10)
6. Next Steps for committee (5:20)
7. Set Next meeting time (5:35)
8. Next Meeting Agenda (5:40)
9. Adjournment (5:45)

Next Meeting: _____

Website Committee
July 25, 2017

Website Committee Minutes - DRAFT
July 26, 2017 - 4:45 p.m.
Legislature Chambers

Present: T. Schiele, J. Fracchia, T. Brown, K. Servoss, M. Pottorff, D. Barber

Mr. Schiele opened the meeting and stated the initiative to redesign the Consortium's website began in the Owing Your Own Health Committee. He said there are now several municipalities from outside Tompkins County it is not fair and also confusing to have the website focused on Tompkins County. It is also confusing to members who are now using the website. He said another first important step would also be good select a new domain name. He would like to see improvements made that would make the site: welcoming and easy to find information; mobile friendly; and easy to update.

To date, the County has absorbed all costs for the website as it runs through its contract arrangement with Discoveregov. This update would be the first cost assumed for the Consortium's site (\$750 for page redesign; \$900 for making the site mobile friendly). Mr. Fracchia suggested there could be other options and the Consortium could, at a very low cost, have its own site using a different program. Ms. Pottorff said one area that would need to be explored is how the website helps to comply with the Consortium's records retention.

Committee Structure

Mr. Schiele offered to lead the Committee.

Mobile Friendly Option

The mobile friendly option was not a part of the original Scope of Work and will cost an additional \$900.

Members viewed sites and there was a good amount of interest in the Lifetimebenefitsolutions.com site.

Members were provided with a background and bullet-points prepared by Ms. Pottorff based on contact that has been made with Discoveregov. Members shared the following opinions and/or suggested further information be gathered on the following items:

- Find out what is available from the vendor and confirm they will be designing the template and stylesheets or modules;
- Explore options for having a scroll feature that could be used to call attention/market upcoming events;
- Structure of the site into different constituent-specific areas so that visitors can be directed to relevant information immediately from the homepage. Example areas: Members, Boards and Committees, Municipalities, Benefits Providers, Your Health;
- Colors could follow those used in the Newsletter;
- Have a discussion of exploring use of a different vendor that could offer support; and how it could impact the retention of records and what the impact would be on staff to update. An advantage to using the current platform is that many County employees are familiar with it and could easily be updated by another individual inside County government; and
- Design – can Discoveregov design in a way that will be good design and easy to update?

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Domain Name

There was agreement that the Consortium should pursue having another domain name. The suggestion presented by Mr. Schiele was HealthConsortium.net or HealthConsortium.org. Suggestions were offered and members agreed to give this thought and share other ideas prior to the next meeting.

The Committee set the next meeting date for August 7th at 4:30 p.m. in Legislature Chambers. The representative from Discovergov will be invited to attend via Skype. Members were asked to consider other sites and to share ideas before or bring them to the meeting.

Adjournment

The meeting adjourned at 5:30 p.m.