

Westmoreland County  
Records Improvement Committee  
January 11, 2021 Meeting Minutes

Attendance:

**In person:**

**Douglas W. Chew, Commissioner \*voting member**  
**Jon Wian, COS Commissioner Kertes \*voting member**  
**Roger Eckels, Chief Deputy, Sheriff \*voting member**  
Sean Kertes, Commissioner  
Darryl Brown, Deputy Treasurer  
Jason Greenwald, Director, Records Management  
Vera Spina, Chief Clerk

**Bryan Kline, Clerk of Courts \*voting member**  
**Sherry Magretti Hamilton, Register of Wills \*voting member**  
**Jared Squires, Treasurer \*voting member**  
**Lori Campbell, Chief Deputy Prothonotary \*voting member**  
Megan Zakraysek-Loughner, Chief Deputy Clerk of Courts  
Don O'Brien, COS Commissioner Cerilli  
Melissa Guiddy, County Solicitor  
Rick Svesnick, Information Systems  
Meghan McCandless, Director, Financial Admin

**Via Conference Call:**

Mr. Kline called the meeting to order at 10:02am

Opportunity for Public Comment

*No Public Comment*

**Approval of the meeting minutes of July 6, 2020**

Motion was made by Mr. Wian, seconded by Mr. Squires and it was unanimously agreed to approve the minutes of the previous meeting, held July 6, 2020

**Election of Officers for 2021**

Ms. Hamilton makes a motion for Mr. Kline to serve as Chairman, the motion is seconded by Mr. Wian; there are no other nominations, all in favor, motion passes – Mr. Kline is elected as Chairman of the Records Improvement Committee for 2021

Mr. Squires makes a motion for Ms. Hamilton to serve as Vice-Chairman, the motion is seconded by Mr. Chew; there are no other nominations, all in favor, motion passes – Ms. Hamilton is elected as Vice-Chairman of the Records Improvement Committee for 2021

**Chairman's Report - balance of the Records Improvement Fund Account**

Mr. Kline reports that the balance of collections is \$2,430,110.95; expenditures total is \$2,206,073.03 – with a net total of \$224,037.92.

**Old Business:**

**Document Storage**

Mr. Wian makes note that the Commissioners are slated to meet with Jason Rigone and there may be some storage solutions with IDC locations.

Mr. Squires poses a question regarding the GIS website upgrade; Mr. Svesnik mentions that Eric Glod was working on the upgrade which went live before the end of the year. And it is much faster than the old system.

Mr. Greenwald has not received invoices for this project, but Ms. McCandless has processed partial payment of \$20,500.00 so far.

There being no further business, motion was made by Mr. Wian, seconded by Mr. Chew and it was unanimously agreed to adjourn the meeting at 10:11am