



FACT SHEET NO: M2020-001

FACT SHEET

AGENDA DATE: 3/11/2020

TITLE: Motion No. M2020-001, Adopt a paperless process for the CCN Executive Board.

ORIGINATOR: Maureen Jenner, Board Clerk

ASSOCIATED ITEMS:

N/A

COORDINATING DEPARTMENT(S): N/A

ATTACHMENTS: N/A

APPROVED FOR SUBMITTAL: Jody Ferguson, CCN Executive Director

BUDGET INFORMATION

Required Expenditure for
Full Project
\$ 0.00

2018 Expenditure Amount
\$ 0.00

Budgeted for 2020
\$ 0.00

Length of Contract? N/A

BACKGROUND:

Currently, Board members possess hard copies of all pertinent documents for the purpose of conducting CCN Executive Board business. These documents, conveniently bound together in individual Board member binders, are transported from location to location so that Board members have access to the information needed when they need to review, consider and render decisions on the action items before them. Printing hard copies is time consuming and neither efficient nor economical.

RECOMMENDATION:

Combined Communications Network Enterprise
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Adopt paperless process where each Board member would bring their work device. Documents can be disseminated by the following:

Option #1 – Access to the CCN drive given to each Board member

Option #2 – Provided jump drives with documents

Option #3 – Email all documents to the Board members

ACTION:

A motion was made to adopt a paperless process; (_____); 2nd (_____)

Board Discussion:

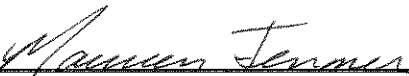
Motion passed - unanimously

CCN Executive Board

 Chair
Gary Robjnson

3/11/2020 Date

ATTEST/AUTHENTICATED



Maureen Jenner
Clerk of the Board