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Document Conversion Solutions from Van Ausdall Simplify and Protect County's Vital Records.



Gibson County Clerk's Office was overrun with nearly 2 million paper files that created maintenance challenges as well as risk for damage and extra storage costs. Van Ausdall & Farrar's Document Conversion Solutions were able to simplify the process and protect the files, allowing Gibson County employees to focus back on serving the local residents.



OBJECTIVE

Streamline the storage and retrieval of files while reducing costs and risk of loss due to damage.



STRATEGY

Implement a new document conversion and storage solution to create simplicity.



RESULTS

All files are completely secure and retrievable with minimal effort. Employees save time.



“Van Ausdall & Farrar was able to cost-effectively scan and index all of our old case files and put them into a database that our clerks have access to for day to day file requests. This has allowed our office to get rid of nearly 2 million pages of historic records. Imaging these records has freed up a ton of space, preserved our historic records, and provided better access to the legacy case files.”

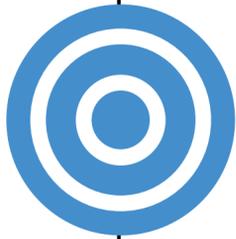
Jim Morrow - Gibson County Clerk



THE COMPANY

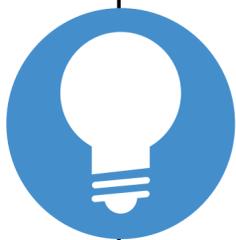
The County Clerk's office in Gibson County, Indiana is responsible for issuing receipts for payments in dependent cases, keeping records of birth certificates, sending copies of the certificates to the State Board of Health, filing and recording notary bonds and applications for patients, as well as executing applications for passports.

All of these duties generate an extremely large amount of paper for the county in its current form and one that needs an overhaul to simplify and control cost.



THE OBJECTIVE

The Gibson County Clerk's office had nearly 2 million pages of files that were stored both on-site and in an annex space. Not only did renting the annex increase costs, but the files were at risk of fire and flood damage, as well as being lost or misplaced. Van Ausdall & Farrar knew there was a better solution that would allow the files to remain secure and accessible. They also wanted to make the files searchable, creating a more usable product for the Clerk's office.



THE STRATEGY

Through their Technology Strength Assessment, Van Ausdall & Farrar determined that their Document Conversion Solutions were desperately needed. They provided the Gibson County Clerk's office with search and retrieval software that allowed them to do keyword searches by defendant and case number, making it much simpler and faster to locate important case information.

Van Ausdall & Farrar worked with the Gibson County Clerk's office to find all currently digitized files as well as inventory the paper files to create a completely digital storage solution that revitalized their day to day processes and removed the risk of fire and flood damage.



THE RESULTS

Now that these files are readily accessible, the Gibson County Clerk's office can spend less time searching for files and more time assisting local residents with their questions and concerns. Since everything is stored digitally, the Clerk's office no longer needs the annex storage space, which also reduced their storage costs. Additionally, all files are now completely secure, and the Clerk's office has streamlined their filing and record storage strategies.

Want to learn more about how Van Ausdall's solutions can innovate your business? Let's talk! **Contact us today at (317)974-5548**