

## ShoreScan Solutions Expanding Client Services Offering



Recently we celebrated our 10-year anniversary serving the Municipal and Small Business markets. After a review, trends became apparent. One is very obvious—time and labor needed to scan and digitally archive critical documents.

To address this concern, we are now expanding our offering of on-site and off-site scanning services.

Due to the number of variables, the best approach is to contact ShoreScan Solutions to discuss your objective(s).

### SHORESCAN CLIENT PROJECT SPOTLIGHTS

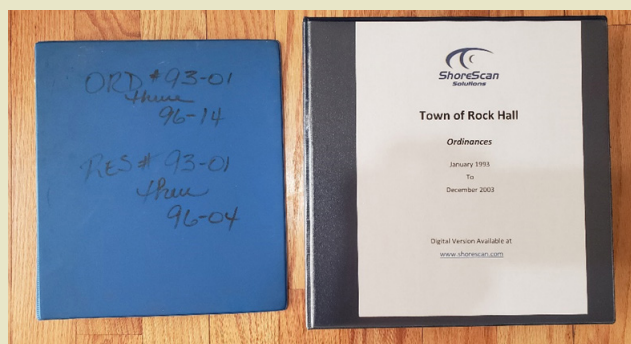
When we first announced our expanded client assistance services, the Town of Rock Hall and the City of Pocomoke (both in Maryland) took advantage of our expertise.

#### THE TOWN OF ROCK HALL

Under the leadership of the Town Manager and Clerk Treasurer, they realized records considered permanent should be imaged and organized. In short, ShoreScan picked up four totes of records, scanned them and returned them in new binders re-organized and labeled.

#### CITY OF POCOMOKE

Under the leadership of staff and the elected officials, the City of Pocomoke budgeted for six on-site sessions with ShoreScan Solutions to help with the older records, while the Clerk continues with the new documents. See photos below of the project.



**On-site projects require adequate space to work comfortably as we use our equipment.** This photo shows City of Pocomoke's ordinances with newspaper public notices attached. The reason why this is relevant is it demonstrates the person(s) who are working on these documents need to have the right skills and equipment to make an accurate image of the originals. Also shown in this photo are documents bound with prongs, which require a good deal of prep. When done right, the original is saved digitally in perpetuity in our secure data centers.



**Another part of the project in the City of Pocomoke was tackling decades of minutes.** What we did here was remove the actual minutes and agendas greatly reducing scanned pages. However, it is time-consuming and requires attention to detail. It was completed in 1.5 hours and uploaded. Can you imagine having to search this binder or multiple binders for something? Now it takes seconds.

## A Prince George's County Municipality's Responsible Ordinance

We were assisting a client in February with scanning two decades of ordinances. Usually, we don't read the content of documents, however this caught our attention. Summarized: *"Responsible purchasing of goods and services which minimize impact human health and the natural environment."*

**By partnering with ShoreScan, this Prince Georges Municipality is meeting that objective:**

1. Reduction in paper, toner, storage and improving recycling.
2. Instant access to searchable electronic records from anywhere eliminates trips to the office and time.
3. Improved remote working conditions and pandemic restrictions.
4. Analysis of energy consumption for the exploration of alternate sources.
5. Stored documents sometimes have dust, mold and other health concerns.

**Contact us today to learn about all the ways we can improve record storage and access while saving time, money, and the environment.**

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## Introducing a Quality Company with a Fantastic Product and Service

ShoreScan has decided to include the company information from **Bay Telephone** for a couple of reasons (see page 3). First, similar to ShoreScan, this is a small business where you have direct access to the ownership. Secondly, when they told us about how it works, we felt it would be a natural fit for municipal clients. Lastly, it's affordable and surely will save money.

ShoreScan is providing this information as a courtesy to our clients and prospects. **Please contact them directly to schedule a demonstration.**

### Start to Finish—You are Covered



**If you're considering entering the age of digital record storage, don't make the mistake and go it alone.** We have worked closely with municipalities for over 10 years. There is a process and with the right expectations upfront, we can create a plan to make a dramatic improvement in the security and availability of your critical documents.

## Upcoming Events and Sponsorships:

ShoreScan Solutions is a regular supporter of:

**Maryland Municipal League**—Strategic Partner, Fall and Summer Exhibitor

**Maryland Mayors Association**—Conference Sponsor and Spring Exhibitor

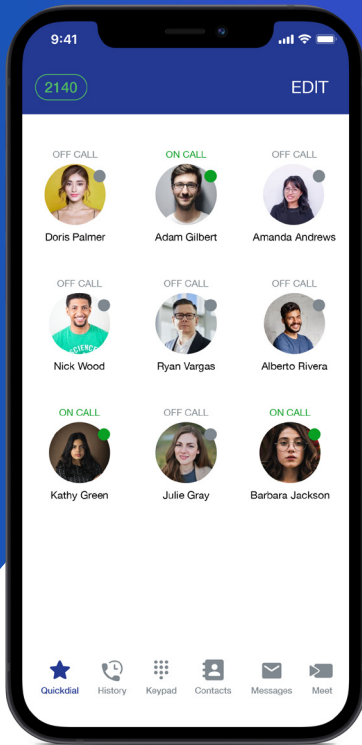
**Municipal Clerks' Association of New Jersey**—Ruby Sponsor and Exhibitor of the Spring Conference.

## Unique Services and Accountability—Makes the Difference

Unlike "Big Tech", "Copier Companies", "Software" and even "Scanning Bureaus," we offer an array of services completely customized to your needs.

For example:

- New staff—we can train.
- Dirty scanner - we can clean and service.
- Need scanning help—hire us for a day or a couple days.
- Project scanning help—we can do an off-site project (limitations apply).
- Need a back-up of your data—request a copy of the entire database on a stick drive.
- Have a problem—talk to the owner of the company (me ... Ken Carlsen)



## Need A Way To Work From **Anywhere?**

Sangoma Connect is a mobile softphone that allows businesses to work and communicate easily from anywhere with an intuitive and easily deployed mobile app. Staff can make and receive calls, access business contacts, and leverage multi-party video conferencing and screen sharing, all from their mobile iOS or Android device while using their business number.

This is the perfect product for workers that are frequently on-the-go or working from home. With the Sangoma Connect app, anywhere you have cell phone reception can be your new office with features like saved favorites for quick dialing, an imbedded video conferencing and chat solution, screen sharing and access to voicemail.

## Secured Communications

Sangoma Connect users are protected by TLS/SRTP encryption which means their phone calls are kept private while on cellular or WiFi connections, and your business is secured from any unauthorized connections.

### Features Included



#### Audio & Video Calls using your Business Extension

Make and receive calls using your mobile device, while protecting your personal phone number, using mobile data or WiFi connection.



#### Do-Not-Disturb (DND)

Silence all inbound business calls when you don't want to be disturbed using the scheduling feature for automatic behavior.



#### Voicemail

Receive business voicemail directly to the app, allowing users to quickly listen to calls they have missed.



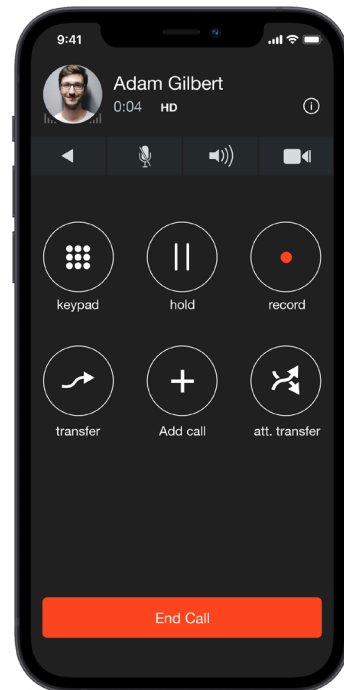
#### QuickDial with BLF

Create a list of favorite contacts for easy access with BLFs (Busy Lamp Field) that also show the current status of your colleagues.



#### Powerful Call Control

Users can blind & Warm transfer calls, record and have 3-way conversations.



**Get In Touch With Bay Telephone Systems Today**

410-604-0094 • Sales@Baytel1.com • www.baytel1.com

# Special Limited-Time Offer

**New Customers** signing a Two-Year Service Agreement between now and April 30, 2022, will receive at no cost:

**New Canon DR-225c desktop scanner**

OR

**No monthly service fee for 6 months**

*Terms and Conditions Apply.*



## In this Issue

- Expanding our Client Services
- Project Spotlights
- Municipal Document Responsibility
- "Turn-Key" Service
- Upcoming Events
- Bay Telephone Introduction
- Promotional Offer

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