

The Geauga County Data Board met on Wednesday, February 6, 2019 at 11:00 am in the Auditor's Conference Room on the first floor of the Courthouse Annex. Members present: Chuck Walder, County Auditor; Joe Cattell, County Engineer; Denise Kaminski, County Clerk of Courts; Scott Hildenbrand, County Sheriff; Gerry Morgan representing Tim Lennon, County Commissioner; Dorothy Stange, Board of Elections Deputy Director; Deborah Reiter, Board of Elections Director; Sharon Gingerich, County Recorder; Caroline Mansfield representing C.P. Hitchcock, County Treasurer and Jim Flaiz, County Prosecutor. Also present: Celesta Mullins, Chief Deputy Recorder; Pam McMahan, Deputy Auditor; Ron Leyde, Chief Deputy Auditor; Al Vontorcik, Co-Director, Department of Information Technology; Allen Keener, Co-Director, Department of Information Technology; Tom Huff, Court IT and Debbie Urankar, Court IT. Absent: None.

Approval of ADP Meeting Minutes from July 10, 2018

Motion: by Jim Flaiz, seconded by Sharon Gingerich to approve the ADP meeting minutes from July 10, 2018.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of ADP Meeting Minutes from August 10, 2018

Motion: by Jim Flaiz, seconded by Sharon Gingerich to approve the ADP meeting minutes from August 10, 2018.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of ADP Meeting Minutes from September 11, 2018

Motion: by Jim Flaiz, seconded by Sharon Gingerich to approve the ADP meeting minutes from September 11, 2018.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of ADP Equipment List Dated December 1-31, 2018

Motion: by Caroline Mansfield, seconded by Jim Flaiz to approve the ADP Equipment list dated December 1-31, 2018.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of ADP Purchases List Dated December 1-31, 2018

Motion: by Jim Flaiz, seconded by Caroline Mansfield to approve the ADP purchases list dated December 1-31, 2018.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Common Pleas Xerox Multifunction Devices

Common Pleas has 4 machines over 11 years old and replacing those with new Xerox Multifunction devices.

Motion: by Jim Flaiz, seconded by Caroline Mansfield to approve the Common Pleas Xerox Multifunction Devices.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Engineer GPR Software

The Engineer's Office is purchasing GPR software used for surveying by Underground Blueprint.

Motion: by Jim Flaiz, seconded by Denise Kaminski to approve the Engineer's GPR Software component only.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Security/Logon/Credential Policy

Due to recent security issues dealing with the sharing of passwords. ADP will be reissuing the policy on sharing passwords and the security risk involved. In special cases there are cross credentials being allowed due to issues such as short staffing to approve NW items with a report that is then generated to monitor that employees are not approving their own submissions.

Update on Muni Contracts and Payments

Bainbridge Township ADP contract is in process and they have paid in full for the first 3 Quarters of 2018. Chester Township has been sent the contract several times and have not paid yet. Geauga Park District approved the contract and made full payment. Chardon Municipal Court has the contract in process and has made full payment. Chardon City contract and payment are in process. Chardon Township and the Health District have not been approached with the contract yet. Burton Village contract is in process but they did pay in full.

Motion: by Denise Kaminski, seconded by Sharon Gingerich to authorize Chuck to put a timeline in place for Burton Village, Bainbridge, Chester and Chardon City and Chardon Municipal Court to get the contracts signed and bills paid or send a letter that their service will be severed.

Voice votes: 9 ayes, 0 absent, 1 abstain. Motion carried.

New "Vision" and "Mission" for ADP

Chuck wanted to update the current ADP Mission Statement making it definitive and easy to understand. Allen spoke about the proposed new statement with the "Vision" explaining where ADP wants to be and the "Mission" how they are going to get there. Allen explained the telephony aspect is to provide to the Townships entities an alternate means of using their phones as currently for their phones to work they need to be on the County network. ADP is currently looking at a Cisco product that would enable the Townships to use the County network. ADP will send out a final version of the Statement when it's complete.

Wi-Fi Wireless for Courts

ADP is testing a 50mg fiber pipe in the secondary for Public Wi-Fi through AT&T. The Wi-Fi is ready to be rolled out for other departments in the County to use and there will be a price established for those that use it. Current estimate of a price is \$100-\$150 based on the current trunk line and how many devices need to be mounted throughout the facilities that want to use it. Denise raised the question if all Departments were going to use the Wi-Fi couldn't the money to pay for the service come out of the General Fund. Gerry said he would bring the matter up to the Commissioners with the reasons behind the request of offering this service to the Departments for their customers as a public service.

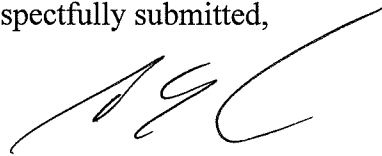
Other Business

Sharon asked about the Manatron contract and if there was any clarification as to why the contract stated Manatron was doing the County's appraisals. Al responded Lou was still looking into it. Chuck said the goal is for the contract to be re-written for next year. Tom asked if the Pictometry contract matter was settled. Chuck said no but Pictometry did reach out to say they

want to make us happy and he has a meeting scheduled with Linda Applebaum to discuss future contracts with them in which he would like Joe to be included.

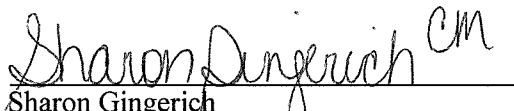
BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Caroline Mansfield, motioned to adjourn at 11:46 am.

Respectfully submitted,




Charles E. Walder, Auditor
Secretary/ADP Board


Deborah Reiter
Board of Elections Director



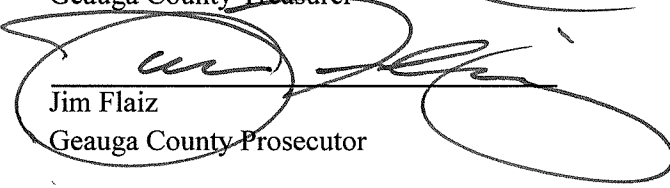
Sharon Gingerich
Geauga County Recorder




Dorothy Stange
Board of Elections Deputy Director



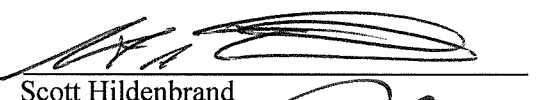
Christopher Hitchcock
Geauga County Treasurer



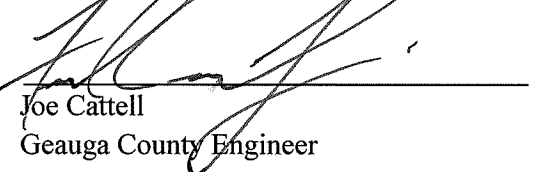
Jim Flaiz
Geauga County Prosecutor



Denise Kaminski
Clerk of Courts



Scott Hildenbrand
Geauga County Sheriff



Joe Cattell
Geauga County Engineer

Tim Lennon
Geauga County Commissioner