

The Geauga County Data Board met on Tuesday, February 27, 2018 at 2:00pm in the Auditor's Conference Room on the first floor of the Courthouse Annex. Members present: Frank Gliha, County Auditor; Sharon Gingerich, County Recorder; Denise Kaminski, County Clerk of Courts; Frank Antenucci representing Joe Cattell, County Engineer; Tom Rowan representing Scott Hildenbrand, County Sheriff; Deborah Reiter, Board of Elections Director; Caroline Mansfield, representing C.P. Hitchcock, County Treasurer; Jim Flaiz, County Prosecutor; Walter (Skip) Claypool, County Commissioner; Tom Huff, Court IT and Dorothy Stange, Board of Elections Deputy Director. Also present: Debbie Urankar, Court IT; Celesta Mullins, Deputy Recorder; Pam McMahan, Deputy Auditor; Ron Leyde, Chief Deputy Auditor; Al Vontorcik, Interim Director-Department of Information Technology; and Allen Keener, Interim Assistant Director –Department of Information Technology.

Approve Minutes

Motion: by Skip Claypool, seconded by Debbie Reiter to approve the minutes for the meeting of December 19, 2017.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Approve Equipment Request List

Frank reviewed the Equipment Requests approved list for the period October 1, 2017 to December 31, 2017.

Total-\$399,646.83. See attached sheet.

Motion: by Denise Kaminski, seconded by Caroline Mansfield to approve the Equipment request list from October 1, 2017 to December 31, 2017.

Voice votes: 11 ayes, 1 absent, 0 abstain. Motion carried.

Approve ADP Zoho Request

Frank reviewed the request for ADP approval for DoIt/ADP Zoho vendor which is for Help Desk software that tracks the Service Desk tickets.

Motion: by Denise Kaminski, seconded by Frank Antenucci to approve the ADP Zoho request.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Approve Park District Isolved Request

Frank reviewed the request for ADP approval of a Park District request for Isolved time and attendance software. Sharon questioned why we are approving Park District requests. Frank Gliha stated it touches our network so therefore there was an ADP request for approval. Skip stated just because it touches the network there might not be a need for approval if it's not a security risk. Jim said approval was not required by ORC 307.84 since the Park is not a County office but ADP policy was if it interfaced with the network it goes to the Board.

Motion: by Jim Flaiz, seconded by Caroline Mansfield to approve the ADP Isolved request.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Approve Geauga DD Johnson Controls Request

Frank reviewed the request for ADP approval for Geauga DD Johnson Controls which is a server and camera that is a replacement/ upgrade to their current system.

Motion: by Denise Kaminski, seconded by Debbie Reiter to approve the Geauga DD Johnson Controls request.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Approve Auditor Latitude Geographic's Request

Frank reviewed the request for ADP approval for Auditor Latitude Geographic's vendor which is for a renewal of Maintenance/ Software support that brings up the details on the GIS Real Link system and makes it easier for the users to navigate.

Motion: by Caroline Mansfield, seconded by Skip Claypool to approve the Auditor Latitude Geographic's request.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Approve Board of Elections Election Systems & Software Request

Frank reviewed the request for ADP approval for Board of Elections Election Systems & Software which is a renewal and used when you go to vote for the tabulation machine. Dorothy said the company has been holding the price for them.

Motion: by Denise Kaminski, seconded by Dorothy Stange to approve the BOE Election Systems & Software request.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Approve Auditor Thomson Reuters Manatron Request

Frank reviewed the request for ADP approval for Auditor Thomson Reuters Manatron which is renewal software that is used to tabulate taxes and put them into the system so tax bills can get mailed out.

Motion: by Debbie Reiter, seconded by Denise Kaminski to approve the Auditor Thomson Reuter Manatron request.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Other Business

Skip wanted to give a quick update that the Commissioner's office has been looking for a timekeeping system for some time and they have decided to go with Time Force that Parks and JFS already uses and wanted to bring it up in case the Board had any issues with it and wanted to discuss before they go forward with it. Denise asked if this was for the departments that were on the road. Skip replied JFS is already using it and the Commissioners immediate office would be using it as well as about an additional 60-100 people being added to the system. The cost was \$3.50 per person Skip added.

Executive Session

Motion: by Jim Flaiz, seconded by Frank Antenucci to enter into Executive session.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Motion: by Jim Flaiz, seconded by Sharon Gingerich to come out of Executive session.

Voice votes: 11 ayes, 0 absent, 0 abstain. Motion carried.

Jim said his understanding of the ADP approval policy is the \$25,000 limit is for ratification versus pre-approval of ADP requests. Jim said something can be purchased up to \$25,000 without the Board pre-approving it and then the Board can ratify it. Tom said perhaps there can be a heads-up sent to give the Board a day or two to look at it and see if the Board thinks it looks ok and if it doesn't a meeting can be called. Jim said any member can request a meeting be called and the Auditor then has to call a meeting within 5 days.

Denise had a question on the Black Box/ Network Security review that was sent out there was a mention of the Spillman VPN safety forces does that mean there is something new that needs to be purchased? Al said the police cars are connected on two private wireless pipes so if one goes down they can still get in and the Firewalls for those are going into EOL sometime this year or next year but the new Firewall can go into replace those. Denise also questioned another section of the review that Al wished to continue to use Black Box to improve and grow the network moving forward is there a cost for this? Al said they are going to get pricing from Black Box for the items they need help with.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Caroline Mansfield motioned to adjourn at 2:42pm.

Respectfully submitted,

Frank J. Gliha, Auditor
Secretary/ADP Board



Deborah Reiter
Board of Elections
Director

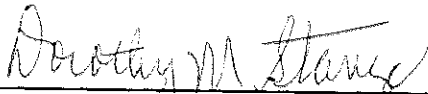


Denise Kaminski
Clerk of Courts

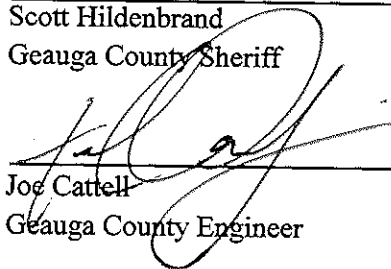
Sharon Gingerich
Geauga County Recorder



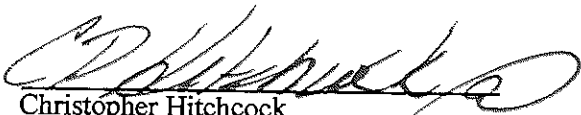
Scott Hildenbrand
Geauga County Sheriff



Dorothy Stange
Board of Elections
Deputy Director

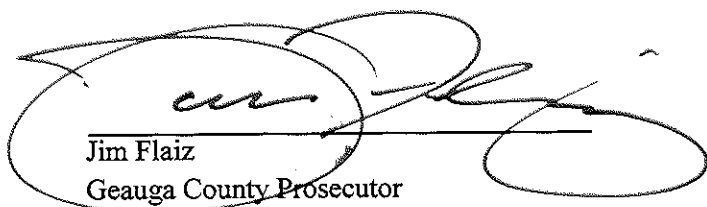


Joe Cattell
Geauga County Engineer



Christopher Hitchcock
Geauga County Treasurer

Walter (Skip) Claypool
Geauga County Commissioner



Jim Flaiz
Geauga County Prosecutor

Tom Huff/
Court of Common Pleas
IT Systems Administrator