

The Geauga County Data Board met on Tuesday, April 10, 2018 at 2:00pm in the Auditor's Conference Room on the first floor of the Courthouse Annex. Members present: Chuck Walder, County Auditor; Sharon Gingerich, County Recorder; Denise Kaminski, County Clerk of Courts; Joe Cattell, County Engineer; Chief Deputy 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; Frank Antenucci, Engineer Administrator; 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; Dave Lair, County Administrator; Gerry Morgan, Assistant County Administrator; Kate Jacob, Auditor Compliance Officer and Diane and Tom Jones.

Approve Equipment Request List

Chuck reviewed the Equipment Requests approved list for the period January 1, 2018 to March 31, 2018. Denise asked if the items on the list that were maintenance/support items were renewals. Jim said the issue with renewals is they do not have to be bid out. Jim said that Logicalis is on the state bid and the services we were getting were better than the state bid prices. Chuck also announced Kate Jacob was joining the Auditor's office as Compliance officer to review some of these contracts before they go to the Prosecutor's office.

Total-\$490,090.84. See attached sheet.

Motion: by Jim Flaiz, seconded by Denise Kaminski to approve the Equipment request list from January 1, 2018 to March 31, 2018.

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

Microsoft Exchange Project

Allen Keener spoke about the Microsoft Exchange project that it should be finished by the end of April. Allen said there are only a few people left who have to be moved and they are doing that on nights and weekends to cause as little interruption as possible.

Elections "lockdown" mode

Allen spoke on the elections lockdown mode which means there will be no system or network changes the week before elections unless there is an emergency.

Prep for State Auditor IT Audit

Al Vontorcik discussed the ADP report is being worked on as many changes happened last year and that report is required for the State Auditor's that are due to show up in May. State Auditor's review procedures, permissions and user forms to make sure they up to standard. Chuck added there will be some significant reporting on Firewall modifications and the report should reflect that in great detail.

Internal Web Filtering

Allen said the email/ spam filtering has been provided by an outside vendor for the last 5 years but they are looking at bringing that in house. This should save a lot of money and bring redundancy to the system so there will be no downtime.

Help Desk related updates

Al said the service desk software has been updated to the latest version. Technician's names will now be included on the tickets and the phones will have the help desk person's name as well.

Request to the Commissioners for Court cameras

Chuck stated that we committed to install Court cameras for the Judges. Chuck explained we told them it would cost x number of dollars, by no one in this room, to do the project and some of it was installed but the feature set they were sold on was not provided to them. Chuck said they are in a sticky situation to not fulfil a past promise which he did not want to do or go to the Commissioners and get the money they need and get them the feature set that they need. The strategic advantage to doing this is that there is a large sum of money being spent by the county transporting people to and from locations to be incarcerated or to be put before a judge or a magistrate and being able to do that over a conferencing facility via camera means we do not have to deploy the resources and incur the mileage and time plus return them back to where they came from. Chuck added the funds needed for this was under-calculated. Chuck asked for the Boards permission to go to the Commissioners with a request of \$45,000.00 in additional dollars to complete the project and provide the additional functionality that was promised. Jim Flaiz said a lot of the money was already spent towards this project and Frank and Steve made commitments that this would be done and there were investments in hardware that were made and installed over in the Courts. Chief Rowan said they do currently use video in the jail for video arraignments and what they do is escort the person in the room to submit their plea and the Judge can hear it and it saves them physically bringing that body to here and back. Chief Rowan said that all federal hearings are held with federal judges without the person ever leaving the jail. Debbie Urankar said an investment was made by Common Pleas Court and the jail so they now have the connection internally in their network. Debbie said the last installment was made last week and that was a major investment for Courts, the Jail and Muni Court. Dave Lair said that was extra money the Commissioners provided for them to do that. Skip Claypool asked what has already been spent, what the plan to accomplish is and what the additional \$45,000 is for. Chuck said the original purchase order was for \$21,000.00 and that was what was sold as the cost and that is not the reality. Chuck said there is an additional \$8000.00 worth of additional licenses we have to provide and then there is another \$37,900 worth of conferencing video that has to be deployed. Chuck mentioned if the Commissioners need more detail Al and Allen would be able to provide it. Chief Rowan added this is a public safety issue. Debbie Urankar said the Courts have always covered their amount of the costs as requests are maintained through their Budget. Debbie said they have never increased their requests for 8 years.

Motion: by Joe Cattell, seconded by Debbie Reiter to approve for Chuck to go to the Commissioners with a request for additional funds.

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

Review Muni Support Program

Chuck stated we have been providing services to other government entities for equipment, email support, maintenance, wiring, internet access and the like and we have not been billing for it. Chardon City had phone services we were not billing for, Bainbridge had IT service and they were getting billed for the hard costs but not for the outsourced contract IT work. This also occurred with Chester Township that we were not billing for services we provided to them. Chuck said with Kate, Al and Allen's help they looked for contracts for these entities but none were found. Chuck stated Bainbridge's total as an example for 2017 was \$20,000 that we paid for a third party to perform. We have not billed for these services but we hope to be able to get back some of that money but we have no agreements in place to do this. Chuck wanted to make everyone aware that we are going to put systems in place to do this billing and bill monthly or quarterly but first agreements must be made so Kate is building those contracts. Jim asked how many phones the City of Chardon has and what's the cost and Al responded between city and fire department and service department they have about 56 phones that need their monthly license fees paid. Al said Cisco invoice is about \$40,000 a year and a license could be \$10-\$12.00 apiece.

AT&T Wi-Fi update

Chuck discussed that there has been a lot of requests for Wi-Fi which was shut down last year and the concern is to make sure it is secure and there is a discussion with AT & T about running a another line and then they can parcel off a Wi-Fi section making that available. Chuck wanted everyone to know it is coming and it is being done the right way and there might be some tricks to generate new passwords periodically. Skip asked if this was for public. Al stated this would be initially for guests like someone coming in to do a presentation and it is opened for people as they request and need it.

Executive Session

Motion: by Jim Flaiz, seconded by Dorothy Stange to enter into Executive session.

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

Motion: by Dorothy Stange, seconded by Denise Kaminski to come out of Executive session.

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


New hires

Motion: by Jim Flaiz, seconded by Debbie Reiter to hire one Help Desk person, one Network Engineer and one Workstation person.

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

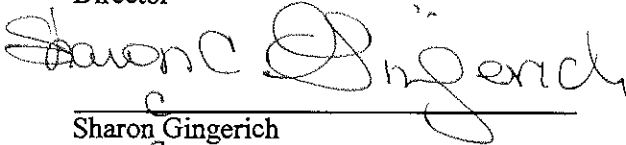
BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Caroline Mansfield motioned to adjourn at 3:36pm.

Respectfully submitted,



Charles E. Walder, Auditor
Secretary/ADP Board

Deborah Reiter
Board of Elections
Director



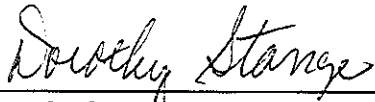
Sharon Gingerich
Geauga County Recorder



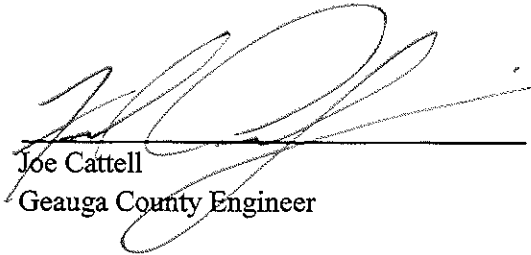
Denise Kaminski
Clerk of Courts



Scott Hildenbrand
Geauga County Sheriff



Dorothy Stange
Board of Elections
Deputy Director

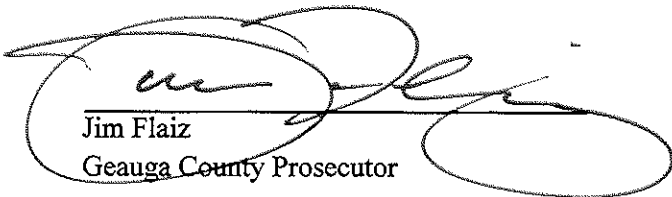


Joe Cattell
Geauga County Engineer

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