

The Geauga County Data Board met on Thursday, April 26, 2018 at 11:00am in the Auditor's Conference Room on the first floor of the Courthouse Annex. Members present: Chuck Walder, County Auditor; Celesta Mullins representing Sharon Gingerich, County Recorder; Denise Kaminski, County Clerk of Courts; Joe Cattell, County Engineer; Scott Hildenbrand, County Sheriff; Deborah Reiter, Board of Elections Director; Caroline Mansfield, representing C.P. Hitchcock, County Treasurer; Jim Flaiz, County Prosecutor; and Dorothy Stange, Board of Elections Deputy Director. Also present: Frank Antenucci, Engineer Administrator; Mary Kolcum, 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; Diane and Tom Jones, Jim Dvorak and Joe Koziol, Geauga Courier. Absent: Walter (Skip) Claypool, County Commissioner and Tom Huff, Court IT.

Approval of Meeting Minutes

Motion: by Denise Kaminski seconded by Caroline Mansfield to approve the meeting minutes from February 27, 2018.

Voice votes: 9 ayes, 2 absent, 0 abstain. Motion carried.

Approval of Meeting Minutes

Motion: by Caroline Mansfield seconded by Sheriff Hildenbrand to approve the meeting minutes from March 20, 2018.

Voice votes: 9 ayes, 2 absent, 0 abstain. Motion carried.

Ratify New Hires

Chuck gave an update on approaching the Commissioners to hire three replacements for existing positions in the ADP network center. One was for a Workstation Technician, the second a Network Administrator and the other was for Help Desk support. Their salaries were able to be renegotiated and based on what was budgeted to be spent; there was a \$2.00 per hour savings. Chuck went on to explain that one of the individuals asked to have 90% of his Cobra covered for the two month waiting period. Chuck also went to the Commissioners and got approval on that action. The first individual hired was Andrew Haines for the Network Administrator position and his rate is \$34.61 or \$72,000 annually. The second person is Travis Skaggs for the Workstation Technician and his rate is \$24.00 an hour or \$49,900 a year. Lastly, Gladys Lopez was hired as the Help Desk person at \$12.50 an hour or \$26,000 per year.

Motion: by Jim Flaiz seconded by Joe Cattell to ratify the new ADP hires.

Voice votes: 9 ayes, 2 absent, 0 abstain. Motion carried.

Updates

Chuck spoke about a spam event that occurred with the counties 285-2222 number which was the number the person showed as their caller ID number. When the phone was answered the person was told that they were delinquent on an account and that money was owed to a Texas

Company and the person who answered the phone reported it to the Help Desk. Al and Allen were on it immediately and contacted Jim's office and Rick was asked to investigate. Al said the person actually lived in Aurora but they are not sure what he was trying to do. Jim said this is a big problem and federally they are trying to do something about it and there is currently a bill pending. Chuck added that an alert was added to the County website as well as the Auditor's website that this is occurring and steps to take with a link to a spoof site that recommends what to do. Chuck also mentioned that he went to the Commissioners with a request for some additional funding to cover two capital items and one other expense item that were left over from 2016 & 2017 and the Commissioners approved that action. Chuck gave an update on a fourth item that has been found since the last meeting that had to do with a commitment made to JFS that Steve Decatur had committed to pay them back for a switch but the funds were not available so the Commissioners agreed to fund that action as well to clear that up.

Website-Engineer

Frank Antenucci spoke about a branding project process for the Engineers website that had started a couple years ago with Steve but it didn't get very far. Frank went on to explain the wish is to build a whole new website that's very interactive for the hiring process. Frank said what they have is very limited. Jim said there was a similar case in another County as to what the Engineers are asking and an opinion was given that that activity type does not fall under ADP because they do not view that as a service or equipment that needs to be approved by the Board as an elected official can maintain their own website.

Telephones --Transfer from Facilities

Chuck also informed the Board that even though ADP does 99% of the construction, installation and maintenance of the phones the Maintenance Department has been paying the bills. ADP does not touch the bill so there is a real disconnect in possibly paying for something that is not in use or you are not receiving the benefit of. The Maintenance Department is going to ask the Commissioners to have that budget item be removed from them and placed in the ADP budget where ADP will scrub and maintain the bills and try to align them better with the actual mechanics in the field.

New World Support Agreement

Chuck said the New World support agreement has been received and it is around \$160,000. Chuck said line item accounting on the report has never been done and New World has been asked to do that so there will be knowledge of how much each of the modules cost. Some modules might not be used at all or some people/ departments only use certain modules and they should pay for them. Chuck went on to say it might help justify or not justify an entity that says they want a standalone software product that does what NW does now because then a value can be assigned to that.

Court Video

Chuck stated that the Court video was one of the items that the Commissioners agreed to fund so they are going to launch and get moving on that matter and get the equipment that is needed to move the project forward as they have been very patient.

EnerGov Product Request

Chuck said there was a request to look into the EnerGov product through the Building Dept. which is made by the people that make New World. Chuck said this needs to be scrubbed and

matched to what we currently have as a new process in determining what we go forward with. Dave said the current permitting process which was designed on the Legacy system has been very cumbersome for them and they have been trying to use the New World system. They talked to someone at one of the conferences that told them about the EnerGov product that supposedly will help fit their needs but then you have to wonder how it will fit into the financial side of things. Chuck said his worry is that salespeople are always great at selling you a product but then not as good at telling you how it is going to integrate on the back end. Jim said since the same company that makes New World makes EnerGov they should either tailor it to our needs or support it in a manner that's useful for us instead of selling us a new product. Dave said New World was only acquired by Tyler recently so when New World was selected that was what they had under Community Development and that was a very bad fit for what Mike and his crew do. So now Tyler is coming out with new packages and has said that the EnerGov is more applicable to what they need. Chuck said he spent some time looking at the architecture of New World and this does not fit the architecture of New World at all and the only way he could see this working is if they had a built an interface to exchange the data.

New World Performance

Chuck discussed looking into New World slowness and finding it is due to people who are running giant reports which slows the system down and causes performance issues. Chuck asked Al and Allen to look at finding some sort of monitor of the New World performance engine that says you can detune a reporting function for the benefits of an Accounts Payable function or Payroll event. Al and Allen looked at some of the New World events which is called paging off of tasks so when someone makes a request if there is not enough resources in the ERP it puts it in a suspended mode while it deals with another task. Then when there is time it brings that page back it and realigns all its pointers and goes back to its business. It was discovered there was a memory issue and the memory can be expanded to set those triggers to allow more things to be done without being paged. The second thing to look at is can there be limits set for certain functions. Al and Allen are running a test with the expanded memory and if anyone sees a change good or bad please report it.

Other Business

Chuck wanted to note the ADP 2017 annual report is pretty far along and may need Prosecutors office assistance detailing the events that happened in the 4th quarter of 2017. Chuck also reminded everyone they are in lockdown mode until after the Election. He also went on to mention that work is starting on the 2019 budget for ADP.

Executive Session

Motion: by Jim Flaiz, seconded by Denise Kaminski to enter into Executive session.

Voice votes: 9 ayes, 2 absent, 0 abstain. Motion carried.

Motion: by Jim Flaiz, seconded by Chuck Walder to come out of Executive session.

Voice votes: 9 ayes, 2 absent, 0 abstain. Motion carried.

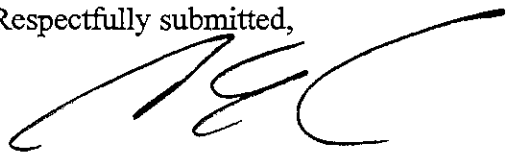
ADP Salaries

Motion: by Jim Flaiz, seconded by Denise Kaminski to promote Al and Allen to Co-Directors of ADP with the salary the Auditor recommended and the salary adjustments for Rob and Zack as recommended by the Auditor be approved.


Voice votes: 9 ayes, 2 absent, 0 abstain. Motion carried.


BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Jim Flaiz motioned to adjourn at 12:10 pm.


Respectfully submitted,



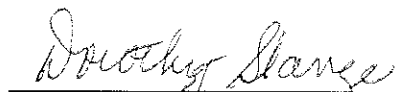
Charles E. Walder, Auditor
Secretary/ADP Board

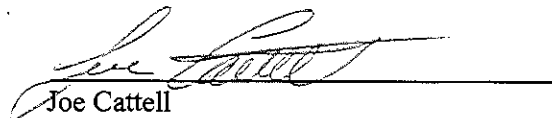

Deborah Reiter
Board of Elections
Director

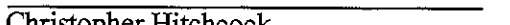

Denise Kaminski
Clerk of Courts

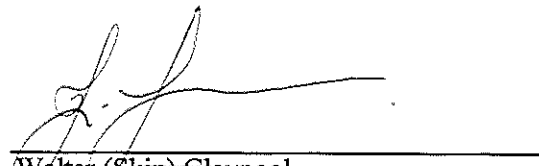

Sharon Gingerich
Geauga County Recorder

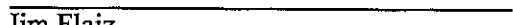

Scott Hildenbrand
Geauga County Sheriff



Dorothy Stange
Board of Elections
Deputy Director


Joe Cattell
Geauga County Engineer


Christopher Hitchcock
Geauga County Treasurer


Walter (Skip) Claypool
Geauga County Commissioner
Timothy C. Bennett


Jim Flaiz
Geauga County Prosecutor


Tom Huff/
Court of Common Pleas
IT Systems Administrator