

The Geauga County Data Board met on Tuesday, July 10, 2018 at 2:03 pm in the Auditor's Conference Room on the first floor of the Courthouse Annex. Members present: Chuck Walder, County Auditor; Sharon Gingerich, County Recorder; Frank Antenucci representing Joe Cattell, County Engineer; Jim Flaiz, County Prosecutor; Walter (Skip) Claypool, County Commissioner; Denise Kaminski, County Clerk of Courts; Chief Thomas Rowan, representing Scott Hildenbrand, County Sheriff; Dorothy Stange, Board of Elections Deputy Director. Also present: 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; Dave Lair, County Administrator; Kate Jacob, Auditor Compliance Officer and Celesta Mullins, Chief Deputy Recorder. Absent: Deborah Reiter, Board of Elections Director and C.P. Hitchcock, County Treasurer.

Approval of Equipment List

Skip suggested that future requests for approval indicate that the requests have been through proper channels and that the vendors have been vetted and approved.

Motion: by Skip Claypool, seconded by Jim Flaiz to approve the Equipment List dated 6/19/18 to 7/1/18 in the amount of \$42,858.08.

Voice votes: 8 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Meeting Minutes

Motion: by Denise Kaminski, seconded by Jim Flaiz to approve the meeting minutes from April 10, 2018.

Voice votes: 8 ayes, 2 absent, 0 abstain. Motion Carried.

Approval of JFS EDMS Document Migration

Al explained that this process will allow JFS to scan documents faster. The vendor is going to help JFS with organization of the documents.

The contract was approved by the Prosecutors office and was at State bid price.

Motion: by Denise Kaminski, seconded by Chuck Walder to approve the JFS Northwoods EDMS document migration.

Voice votes: 8 ayes, 2 absent, 0 abstain. Motion carried.

Approval of ADP Video Conference Project

Allen said both the courts and the Prosecutor's office will benefit from the Video Conference project as it will enable the Judges and/or the Prosecutor to talk to the inmates in jail via cameras. This project has been discussed before but this will allow for the purchase of the hardware and services and get the project completed.

Motion: by Jim Flaiz, seconded by Frank Antenucci to approve the ADP Video Conference Project.

Voice votes: 8 ayes, 2 absent, 0 abstain. Motion Carried.

Approval of Municipality Services Costing Sheet

A standardized pricing list for all municipalities was shared. Billing will be retroactive to January 2018 and then will be billed quarterly. The Prosecutor's Office is working on an equitable MOU that will include our expenses in servicing these communities. Al said Municipal Courts costs will probably go down. The City of Chardon has not been paying and will be approached with an MOU and a Quarterly bill. Skip thought the fees were too high. Chuck explained that he has reviewed the costs with staff and that the new fees covered our costs and expertise. Skip continued to question and asked to see the formula used to determine prices. He requested it be figured as cost plus 10%. Jim said he thought the townships should be billed dating back to January, 2018 and if they think the costs are too high they can go with vendors like Advanced IT who has reserved blocks of time to take care of their needs. ADP he stated should not be making trips out to service the townships. Denise believes that we should not be in the business of servicing all of the townships, villages and the city, so give them the opportunity to join and if they don't want to that's their business. We have to make sure we can service our own infrastructures. Chuck said the lack of money not collected for ADP's services helped to contribute to the \$1.8 million loss.

Motion: by Jim Flaiz, seconded by Denise Kaminski to approve the ADP Municipality Services Costing Sheet.

Voice votes: 8 ayes, 2 absent, 0 abstain. Motion carried.

Board of Elections (BOE) Triad

The software currently being used by the BOE is not preferred software and 63 of the counties plus the State uses a vendor called Triad. Dorothy explained that it is a very good voter registration system and they are looking at when to implement it. It should be put into service after the General Election. Jim said it was over the bid threshold and exempt from bidding because it is proprietary but as of right, now since the Board of Elections doesn't meet until Thursday, they have approved the purchase now the Board has to decide on when to implement it and look at the contract so there is no action to be taken right now. The cost of this is \$88,945.00 and the Commissioners do know about this impending change-over.

State Auditor's ADP Review

Chuck stated the State Auditor had a meeting with Kate, Ron, Al, Allen, Pam and himself to discuss the ADP audit. Chuck said they requested a brutal amount of information but in the end the preliminary triage was phenomenal. The State Auditor was very pleased at the implementations that have been put in place and a formal report will be coming. Chuck said we expected a bad report so we were relieved and we will share the final report when it comes out. Chuck said what a great job Al and Allen did. Skip asked what was audited and Chuck said they were reviewing procedures, ports left open, who opens the purchase orders and who in turn approves them. Chuck also expressed credit and gratitude to Tom and Debbie for everything they did during the initial event.

Executive Session

Motion: by Jim Flaiz to go into Executive Session to discuss employee compensation and imminent litigation.

Voices votes: 8 ayes, 2 absent, 0 abstain. Motion carried.

Motion: by Jim Flaiz to come out of Executive session.

Voice votes: 8 ayes, 2 absent, 0 abstain. Motion Carried.

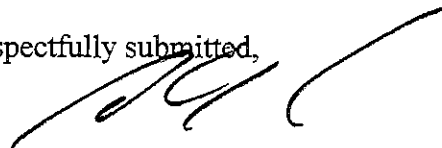
Employee Compensation

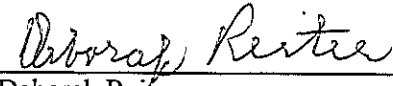
Motion: by Dorothy Stange, seconded by Chuck Walder to increase Gladys Lopez to \$14.00/hr.

Voice votes: 8 ayes, 2 absent, 0 abstain. Motion carried

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Jim Flaiz, motioned to adjourn at 2:51 pm.

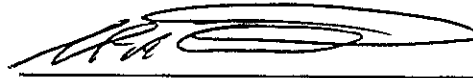
Respectfully submitted,

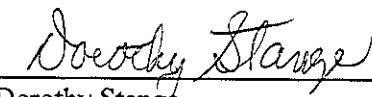

Charles E. Walder, Auditor
Secretary/ADP Board



Deborah Reifer
Board of Elections
Director



Denise Kaminski
Clerk of Courts

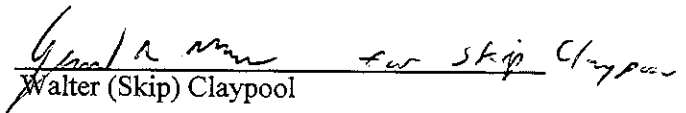

Sharon Gingerich
Geauga County Recorder


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