

The Geauga County Data Board met on Monday, October 21, 2019 at 10:00am in the Auditor's Conference Room on the first floor of the Courthouse Annex. Members present: Chuck Walder, County Auditor; Joe Cattell, County Engineer; Scott Hildenbrand, County Sheriff; Sharon Gingerich, County Recorder; Denise Kaminski, County Clerk of Courts; Tim Lennon, County Commissioner; Dorothy Stange, Board of Elections Deputy Director; Pete Zeigler, Board of Elections Director and Caroline Mansfield representing C.P. Hitchcock, County Treasurer. 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; Celesta Mullins, Chief Deputy Recorder; Kate Jacob, Chief Compliance Officer; ADP employees Gladys Lopez and Rocco Alberino and Diane and Tom Jones. Absent: Jim Flaiz, County Prosecutor.

Approval of ADP Meeting Minutes from July 30, 2019

Motion: by Sharon Gingerich, seconded by Caroline Mansfield to approve the ADP meeting minutes from July 30, 2019.

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

Approval of ADP Equipment List Dated July 1 to September 30, 2019

Motion: by Denise Kaminski, seconded by Caroline Mansfield to approve the ADP Equipment List dated July 1, 2019 to September 30, 2019 in the amount of \$492,763.31

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

Approval of ADP Purchases List Dated July 1 to September 30, 2019

Motion: by Denise Kaminski, seconded by Sheriff Hildenbrand to approve the ADP Purchases List dated July 1, 2019 to September 30, 2019.

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

Approval of ADP Black Box Voice Gateway Replacement

Replacement for Voice Gateway that handles all incoming, outgoing and conference calls outside the County purchased in 2005 that is EOL and can be relocated.

Motion: by Denise Kaminski, seconded by Tim Lennon to approve the ADP Black Box Voice Gateway replacement in the amount of \$32,252.93 NTE.

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

Approval of ADP Business Smarts Annex Switching

Replacement of the major core switch for the entire County that is EOL at less than half the cost of what is currently deployed and can be relocated.

Motion: by Tim Lennon, seconded by Joe Cattell to approve the ADP Business Smarts Annex switching in the amount of \$36,614.97 NTE.

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

Informational Business Smarts Annex Server

In conjunction with the purchase of the Switch is the server which is currently a 1G and this purchase will be for a 10G which will increase capacity, thru put and back up time. The old Server will serve as a backup and the new purchase from Business Smarts is in the amount of \$22,960.77.

Approval of Auditor Thomson Reuters MVP Annual Maintenance Renewal

An annual renewal by Thompson Reuters who provide the Auditors office with a software product called MVP which houses all of the Auditor's Real Estate data.

Motion: by Dorothy Stange, seconded by Caroline Mansfield to approve the Auditor Thomson Reuters MVP Annual Maintenance renewal in the amount of \$100,351.61 NTE.

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

Approval of Mental Health Griffin Technology 2020 Contract

Griffin Technology annual renewal for the Mental Health Department for which they provide all the technology services. The contract was not brought to the Auditor's Office for required certification prior to being signed so Ron will certify it after the ADP meeting.

Motion: by Denise Kaminski, seconded by Sheriff Hildenbrand to approve the Mental Health Griffin Technology 2020 contract in the amount of \$30,480.00 NTE.

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

Approval of Board of Elections SOS Security Directive

A confidential security related directive for IT work through the HAVA Grant by the Secretary of State.

Motion: by Tim Lennon, seconded by Caroline Mansfield to approve the Board of Elections SOS Security Directive in the amount of \$48,023.00 NTE.

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

Approval of Sheriff's Office Stephen Campbell Associates 911 Recorder Replacement

Stephen Campbell Associates contracted to provide an upgrade for the Sheriff's 911 recording system.

Motion: by Denise Kaminski, seconded by Joe Cattell to approve the Sheriff's Office Stephen Campbell Associates 911 Recorder Replacement in the amount of \$27,969.00 NTE.

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

Hambden Township Signed ADP Services Agreement

Kate is working on getting signed contracts from all municipalities that have not signed the formal ADP contract but have been paying their invoices. City of Chardon is one of those Kate is trying to get the contract signed by and is close to getting this achieved. Hambden Township asked to receive ADP services and has signed the required ADP contract. Russell Township is interested as well and Al, Allen and Kate have had some discussions with them on their options.

Updated ADP Pre-Approval List

Updated ADP pre-approved purchase list to reflect new HP model numbers and monitor options with improved clarity.

Motion: by Denise Kaminski, seconded by Caroline Mansfield to approve the Updated ADP Pre-Approval list.

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

Updated ADP Cost Sheet

Updated ADP Cost sheet reflecting lower password reset fee, combining email, spam filtering and encryption to one \$11.70 bundle and removing outside contractor fees.

Motion: by Denise Kaminski, seconded by Sharon Gingerich to approve the Updated ADP Cost Sheet.

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

Phones

ADP took payment of the County phones over from Maintenance mid-year and has vetted the bills to reduce the costs and change the payment structure. Previously the Maintenance Department had been billing certain departments a total of \$35,000 a year but ADP could not figure out what those costs were based on and discontinued that practice. By the 2021 budget cycle the phone bills should be reduced by 20-25% a year by changing long distance contracts and eliminating phone lines that are not necessary. An 800 line is also being added for Newbury and Burton residents to be able to call in to the County saving additional monies.

Auditor ARC-GIS update

The Auditor's Office has contracted with Geo-centric Consulting to look at their ARC-GIS system. This is a joint effort between the Engineers and the Auditor's Office. Geo-centric has eliminated some costs initially by eliminating aspects that were being paid for but never used and is now focusing on conducting a survey of Board of Elections, Building Department, Community Development, Board of County Commissioners, Engineers, IT Department, DES, Health, Planning, Sheriff's Office, Soil and Water plus Prosecutors and Water Resources. Two or three Townships will also be interviewed on how each of their offices uses the mapping technology and how it can be used by them including features that need to be added.

Other Business

New World 2019 was implemented and rolled out. ADP needs to find a resource to look at how New World is being used and how it can be better used by the County plus alternative solutions. ADP is also working on an ESolution for Payroll using electronic timesheets and a portal for employees to input and maintain their own sensitive data. ADP is working with Muni Court on implementing ECitations.

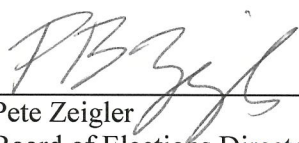
BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Caroline Mansfield motioned to adjourn at 11:00am, seconded by Chuck Walder.

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

Respectfully submitted,



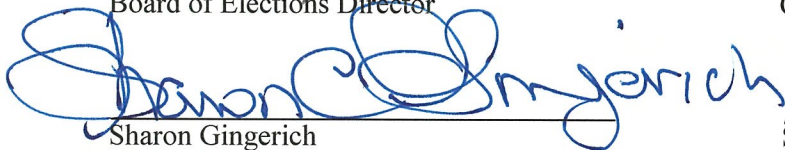
Charles E. Walder, Auditor  
Secretary/ADP Board




Pete Zeigler  
Board of Elections Director



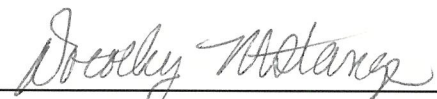
Denise Kaminski  
Clerk of Courts



Sharon Gingerich  
Geauga County Recorder



Scott Hildenbrand  
Geauga County Sheriff



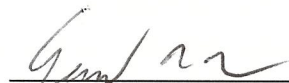
Dorothy Stange  
Board of Elections Deputy Director



Joe Cattell  
Geauga County Engineer



Christopher Hitchcock  
Geauga County Treasurer



Tim Lennon  
Geauga County Commissioner

Jim Flaiz  
Geauga County Prosecutor