

The Geauga County Data Board met on Tuesday, May 4, 2021 at 2:00 pm at the Auditor's Appraisal Office at 231 Main St. Suite 1A and via WebEx. Members present: Chuck Walder, County Auditor; Scott Hildenbrand, County Sheriff; Joe Cattell, County Engineer; Jim Dvorak, County Commissioner; Jim Flaiz, County Prosecutor; Celesta Mullins, County Recorder; Donna Borsi representing C.P. Hitchcock, County Treasurer. Also present: Pam McMahan, Deputy Auditor; Allison Lesniak, Deputy Auditor; Kate Jacob, Chief Compliance Officer; Allen Keener, Director, Department of Information Technology; Frank Antenucci, Geauga County Engineers Administrator; Andy Haines, ADP and Michelle Lewis, Geauga League of Woman Voters. Absent: Sheila Bevington, County Clerk of Courts and Michelle Lane, Board of Elections Deputy Director.

Update on New Building Website

Chuck shared the new, live Commissioners Website and mentioned ADP is also archiving a series of video snapshot frames. The time lapse will show the progression of the building being built and updated periodically.

Current ADP Projects

ADP has some challenges involving personal resource issues that need attention.

Here are the current projects ADP has underway.

New World System – (NWS) Enterprise Resource Planning application. This is ongoing and will deploy some new features. Project is currently active with minimal resources assigned to the endeavor.

ArcGIS team-This project involves the rollout of new Geographical Information System (GIS) Mapping for Geauga County. There is an outside consulting group helping and a team is being put together across the County to help direct the deployment of the technology. Project is well resourced and currently active.

Web team-ADP Web team assisting in the county's conversion of six websites from Dot Net Nuke web architecture to WordPress architecture. The is only one full time person working part-time on this project with an outside vendor. Project is currently semi-active.

BoR Appeal team- Working on the implementation of Board of Revision complaints to be filed electronically. Project is being implemented but the actual software has not been deployed yet. Project is semi-active and needs more resources.

Digital Conveyance Recording team- Work on automating the program to make it fully digital and less reliant on personnel. Deeds and transfers would not have to be filed in person. Project is currently pending.

Real Property Valuation team- This is a tablet-based system that allows Appraisers to do field work and implement the data into a tablet. The data will then download to the County server and into the MVP system. Project is currently pending.

Water Resource Migration team- ADP team aligning Water Resources IT and testing of their utilities, tools, resources and requirements to be under the ADP umbrella. Allen is currently in charge of this project and needs more help. This project is semi-active.

Gauga County Building Initiative team- ADP team configuring, constructing and laying out IT services for the new building. Andy Haines will manage and has an intern working with him but could use more help. Planned occupancy is Early Summer 2022. Project is semi-active.

Cloud Backup team- Allen is leading a team for Cloud backup . This process will migrate tape backups to a Cloud based system . A lot of security research, redundancy, ease of use and cost analysis needs to be done. Project is currently semi-active.

HelpDesk team- Help Desk is currently fully staffed but Gladys will be leaving by months end so Help Desk will be down one employee. This project is always active.

Chuck stated the strategy going forward will be to hire more Kettering Co-Op students like the current one, Rocco Alberino. At the end of their five year internships, the hope is to have full time ADP employees. Four new Kettering students have been chosen through our interview process and Chuck would like to launch this initiative. Jim Flaiz said the hiring of the interns requires no vote but made a motion to show the board supports this Co-Op program.

Approval of Kettering Co-op Program Launch

Motion: by Jim Flaiz, seconded by Jim Dvorak to approve the launch of the Kettering Co-op Program and four hires.

Voice votes: 7 ayes, 3 absent, 0 abstain. Motion carried

Chief Administrator - Automatic Data Processing Center

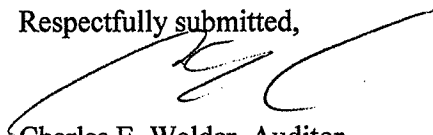
Chuck stated under ORC 307.844 he has the authority to employ someone to work as Chief Administrator to guide the operations of the ADP center with Allen. This person will work closely with Allen Keener and will fulfil our checks and balance process which Jim Flaiz stated was a concern of his as a Board member. The new building is creating a huge gap in ADP personnel resources. This will be a full time position and use the financial resources that are available with Al's departure. Jim stated he thinks Chuck should hire a Chief Administrator and the Board should hire a technical person in addition to which Chuck agreed. Jim stated when ADP finds their Chief Administrator he would like the Board to be informed so the checks and balances of ADP can be addressed.

Motion: by Jim Flaiz, seconded by Sheriff Hildenbrand, that the Board, through Chuck, fund an additional technical person due to increased work load involving the new building project and the upcoming move of certain County Offices.

Voice votes: 7 ayes, 3 absent, 0 abstain. Motion carried

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Donna Borsi motioned to adjourn.

Respectfully submitted,



Charles E. Walder, Auditor
Secretary/ADP Board

Board of Elections Director

Celesta Mullins

Celesta Mullins

Geauga County Recorder

Michelle Lane

Board of Elections Deputy Director

Christopher Hitchcock

Geauga County Treasurer

Jim Flaiz

Geauga County Prosecutor

Sheila Bevington

Sheila Bevington

Clerk of Courts

Scott Hildenbrand

Geauga County Sheriff

Joe Cattell

Joe Cattell

Geauga County Engineer

Jim Dvorak

Jim Dvorak

Geauga County Commissioner