

The Geauga County Data Board met on Tuesday, May 9, 2023, at 1:03 pm at 231 Main Street in the Auditor's Appraisal Conference room and via Microsoft Teams for a Special meeting.

Members present: Chuck Walder, County Auditor; Scott Hildenbrand, County Sheriff; Joe Cattell, County Engineer; Sheila Bevington, County Clerk of Courts; Laura LaChapelle representing Jim Flaiz, County Prosecutor; C.P. Hitchcock, County Treasurer; Michelle Lane, Board of Elections Director; Tim Lennon, County Commissioner; Nora McGinnis, Board of Elections Deputy Director and Celesta Mullins, County Recorder. Also present Pam McMahan, Deputy Auditor; Ron Leyde, Chief Deputy Auditor; Fiscal Officer; Frank Antenucci, Chief Deputy Administrator; Allen Keener, Chief Technology Officer; Gail Roussey, League of Woman Voters of Geauga; Adam Litke, Health Department; Katie Taylor, Engineers Office; Scott Daisher, BOE, Velta Moasio, IT Director, Corey Thompson, ADP, Josh Widdifield, ADP; Andy Haines, ADP; Zach McLeod, ADP; Roger Peterson, DES; Nick Gorris, Water Resources; JoAnna Santilli, Transit; Duane Bidlack, Transit; Chris Alusheff, Aquilla Village; Mike Adams, ADP; Rob Bushman, ADP; Shelly Lewis, League of Woman Voters of Geauga; Mike Dorka, ADP; Diane Jones; Adam Ferrise, Cleveland.com; Elise von Gunton, Geauga Times Courier; Paul Pestello, Auditor's Office; Amy Patterson, Geauga Maple Leaf; Gerry Morgan, County Administrator; Ralph Spidalieri, County Commissioner; Rean Davis, MRDD and Kate Jacob, Auditor's Chief Compliance Officer.

Approval of ADP Meeting Minutes from 3/14/23

Motion: by Tim Lennon, seconded by Christopher Hitchcock to approve the ADP meeting minutes from 3/14/23.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of ADP Equipment List – March 2023

Motion: by Tim Lennon, seconded by Chuck Walder to approve the ADP Equipment List for March 2023

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of ADP Purchases list for March 2023

Motion: by Chuck Walder, seconded by Celesta Mullins to approve the ADP Purchases list for March 2023.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Engineers Precision Laser and Instrument Inc. Total Station

Joe explained this is updated equipment and a newer model that the surveyors use every day. When the data is downloaded it comes through the county system.

Motion: by Chuck Walder, seconded by Joe Cattell to approve the Engineers Precision Laser and Instrument Inc. Total Station in the amount of \$39,694.11NTE.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Engineers Precision Laser and Instrument Inc. Handheld Devices

Joe Cattell explained these are handheld GPS devices. They are useful during construction. A previous model has been used prior to this and the company accepted a trade-in on the older device.

Motion: by Christopher Hitchcock, seconded by Chuck Walder to approve the Engineers Precision Laser and Instrument Inc. Handheld Devices in the amount of \$42,753.00 NTE.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Sheriff IPS Jail Camera Project

Sheriff explained this is for all the indoor and outdoor cameras on their building that have not been replaced since the building was built, they are about 20 years old.

Motion: by Christopher Hitchcock, seconded by Tim Lennon to approve the Sheriff IPS Jail Camera Project.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Transit Safety Vision Bus Cameras

Joanna stated that the current cameras in the buses are 10+ years old and slowly dying. Frank added that these are good products and they're something that protects both the driver and the riders.

Motion: by Tim Lennon seconded by Sheriff Hildenbrand, to approve Transit Safety Vision Bus Cameras.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

BOCC Operation of a Key Card System Purchased by the BOCC for Security at the new Gauga County Office Building

Gerry gave a brief explanation of the key card system. This is the key card system that was put in with the construction of the building. The main component was put in the IT closet. The BOCC is proposing to move the main component out of the IT closet and put it in a different secure room because of prior issues with the system. This would be so the Commissioners could operate the system. Chuck asked about the doors going to individual offices. Gerry stated ADP would install their own cloud-based system and after speaking with departments not under the BOCC, they do not have an issue with the Commissioners controlling their keycard system. Gerry corrected his statement and said the BOE will also control their own key card access as Michelle stated she was not ok with the BOCC controlling it.

Adam said Gerry told him the key card system would allow him to modify access so as people come and go, he can update their access and isolate who on the staff goes into what areas. Currently, everyone has access to vital stats. Every card goes to every room inside the Health Department and Adam would like more control of it.

Tim said he spoke to Intertech and they have stated they can compartmentalize the program and set it up in whatever way is needed and agrees Adam should be able to control his own access. Tim said Intertech has been on standby waiting for direction. Frank asked Tim since Intertech is on hold what work have they done, and Tim responded they were pulling some wires in ADP's closet which is not ideal, and they were going to remove the hard wires out of the ADP closet

and have them go to a separate area, so it is disconnected and siloed from any ADP equipment. Frank asked Tim if the removal of the wires from the ADP closet had already been done and Tim replied he believed that it had not been done yet and asked Gerry if he could answer the question.

Gerry stated there has been misinformation going down the line because Intertech is not contracted directly with the County. The County asked Intertech to give them a quote to take the server into another area and the worker that came started pulling wires instead of quoting the job so whether he needed to pull wires Gerry was not sure.

Andy said wires were pulled from the third floor to the basement. Tim said each elected official's office and departments not under the BOCC hiring authority wanting key card systems like ADP, the Auditor's Office, and the Prosecutors Office can submit for approval to ADP and the Commissioners would help fund it but that is entirely their decision.

Sheila said since there is an electrical panel with County equipment and BMV servers she has to allow access to other individuals.

Sheriff asked if when all is done is the Sheriff's Office going to be getting a master key or card in the event of an emergency. Tim said the individual offices should provide that access to the Sheriff's department.

Sheila expressed she wanted to have more control over the access if someone from maintenance or BMV leaves whom that card goes to as currently, she does not know who is coming and going. Tim said yes that Sheila would give access as the director of her system to who comes and goes.

Frank asked if Intertech is using the existing on-premises server or if the whole thing is being migrated to a hosted product. Gerry responded it will be utilizing what is already there. Chuck stated the problem with that is that that is the same circuitry at the Square and because it was not maintained it went into freefall. Tim said this is not going to be part of Maintenance it will be an HR component and if technical IT issues arise, they will come to ADP. BOCC has been in conversations with Intertech that the new system will be maintained and updated. Tim said the Galaxy system can be in discussion to be upgraded or moved to the Cloud.

Tim offered to have the BOCC get in touch with Intertech and have them contact Frank or Chuck with the BOCC's needs and put that into a concise form and have them implement that for them. Frank said he would like to see a plan from Intertech with their security protocol.

Chuck said he thought the meeting today was to get the data and Gerry had sent a letter that the meeting would provide a presentation of the proposed item up for vote. Gerry said it was to discuss getting the equipment out of the IT closet and being a separate system for just the building.

Regarding the system, accessibility, control, and responsibility, this agenda item was tabled until further information is available from the vendor.

Motion: by Chuck Walder, seconded by Joe Cattell to table this agenda for a future ADP meeting agenda.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of BOCC for the Operation of the Mission Technology that has long been used by the Water Resources Department to operate the Geauga County Water Treatment Plants

Nick Gorris explains that the mission system is what is used to monitor the home stations, lift stations, and the water treatment facility the only operational control they have is to turn on the pumps in case of a fire emergency. If they have a high need for a fire call, they can turn the pump on remotely, but for the most part, it is very similar to a security system. If the WWTP get a high alarm at a pump station, they get notified. The system is web-based, requiring a login and that is the access port.

Motion: by Tim Lennon, seconded by Sheriff Hildenbrand for the approval of BOCC for the operation of the Mission Technology that has long been used by the Water Resources Department to operate the Geauga County Water Treatment Plants.

Chuck said he heard the system is not multi-factor and not strong character. Nick said that is correct. Chuck asked Nick where the company's cloud-based server was located, and Nick did not know. Chuck expressed his concern that the Mission technology could get hacked and someone could turn the pumps on. The purchase and operations were never approved by ADP. The system was believed to be purchased in the early 2000s. Water Resources is looking to have the system approved by ADP.

Frank said ADP is looking for an overview of what Mission Technology is like a schematic of where is it and what does it. Chuck suggested letting ADP know what the product is, how one logs in, the credential requirements, and what the passwording scheme is. Chuck asked Allen to lead getting the data for the Mission technology. Chris said it would be helpful to also have a copy of the contract and the details of the length of the contract.

Motion: by Tim Lennon to rescind his motion on agenda item #8, seconded by Christopher Hitchcock for the approval of the BOCC Operation of the Mission Technology that has long been used by the Water Resources Department to operate the Geauga County Water Treatment Plants.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Motion: by Tim Lennon to table agenda item #8, seconded by Sheriff Hildenbrand for the approval of the BOCC Operation of the Mission Technology that has long been used by the Water Resources Department to operate the Geauga County Water Treatment Plants.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Updated ADP Price List

ADP updated the list and added Windstream desktop softphone licenses, over-ear headsets, gatekeeper replacement tokens, computer hard drive destruction and memory destruction, and different varying degrees of SharePoint storage.

Motion: by Chuck Walder, seconded by Joe Cattell to approve the Updated ADP Price List.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of Transit Networking Technologies Erie

Transit requesting approval to replace four desktops and add a laptop tablet for the mechanics so they can get schematics on the bus and the drivers can print off documents instead of going back to Transit to retrieve them. JoAnna explains how the 3 desktops are from 2016 and 1 is from 2019.

Motion: by Chuck Walder, seconded by Tim Lennon to approve the Transit Networking Technologies Erie.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Gatekeeper MFA and long passphrases

Chuck led a discussion regarding Gatekeeper MFA and long passphrases. Chuck explained ADP needs to invoke some requirements of long passwords and multi-factor authentication. Password protection is the most significant baseline in the County's chain of security. Chuck said there is some minor resistance from within certain pockets of varying departments some of which a determination will have to be made going forward.

Velta stated she cannot speak for the elected officials, but 3 out of 4 elected officials Clerk of Courts and 2 general division Judges are on board to have Gatekeeper and 25-character passwords at the Main Court House. However, the fourth Judge Court IT can only make recommendations and make them aware of the importance to the network by complying. Velta said the fourth Judge does not have a desire to implement those. Chuck said the Exchange server is being shut down in July as its life expectancy is over.

Approval of Network Switching Upgrades at 470 Center Street

Frank provided an update regarding the potential network switching upgrades at 470 Center Street.

Looking at investing about \$20,000 in new technology for 470 Center Street to keep it functional.

Andy explains that both sides are still being used and require a certain number of switches to be maintained. Board of Elections, Casa, Maintenance, and Department on Aging are affected.

Motion: by Chuck Walder, seconded by Joe Cattell to approve the Networking Switching Upgrades at 470 Center Street.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Termination of the agreement pursuant to R. C. 307.842 with the Geauga County Auditor

Chuck proposed an agreement in January of 2023 to separate from ADP due to a lack of funding for ADP. Funding has been restored to ADP and the Auditor's Office was back under ADP once the funding occurred. Pursuant to item 7 of the agreement, it nullifies that action.

Regular Business

Approval of Spectrum Internet Connection Contract

Andy explained that they have a revised quote for services at the GCOB. It's a lower latency or quick connection for the internet. This provider is also at the Annex which has some benefits. Frank stated Adrian has been contacting him about when this process will occur for a faster NWS connection.

Motion: by Chuck Walder, seconded by Joe Cattell to approve the Spectrum Internet Connection Contract.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Approval of MicroAdvantage Antiquity Camera System Upgrade for the Department of Developmental Disabilities

Rean explains that their cameras are over 10 years old, and they have only 1 interior camera. They would like to expand their interior coverage and after getting three quotes this was the lowest and best option.

The system they found is NDA compliant and will be stand-alone.

Motion: by Chuck Walder, seconded by Christopher Hitchcock to approve, subject to receiving the NDA certification from Microadvantage Antiquity Camera System Upgrade.

Voice votes: 10 ayes, 0 absent, 0 abstain. Motion carried.

Roger wanted to update the Board related to Office 365 migration that DES was doing the migration on May 16th and had a complete gridlock of their computers. Requested a rollback to Exchange. They are still on Windows 7. DES is looking to get standalone laptops so if they must move their EOC they can take the laptop and go. Roger explained the split domains and that he thinks that is why they are having so many complications.

Cory states that the split domain issue was the cause of a lot of the gridlock. This happens when you have a split domain, and ADP installed 365 the ADP license tries to communicate back to servers on their domain. Domain consolidation would be the easiest solution.

Chuck explains that they need to get the DES off Windows 7 which is a huge welcome mat for everybody that wants to attack a system.

Public Comment

Shelly Lewis asks for some clarity on whether ADP has authority over the Courts.

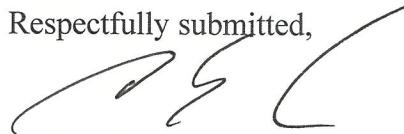
Chuck explains the history of the courts and ADP. Courts have the ability of separation; they are not bound differently than other county offices. As far as hard authority, no. There has to be a willingness for both sides to want to cooperate for the benefit of cost for the taxpayers. Chuck also added that the best term he heard used is the courts are quasi-county not full county. Unless they are on the county network.

Shelly Lewis asks Tim to clarify to the public why it is so important to the Commissioners' office to maintain control over the access controls.

Tim explains that it is important for each independently elected official, which is no different than the Courts, the Auditor, the Prosecutor, and the Treasurer, to have the ability to control who is coming in and out of their offices. Tim added for those under the BOCC hiring authority he feels they have a responsibility to maintain control over the access controls.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Christopher Hitchcock motioned to adjourn.

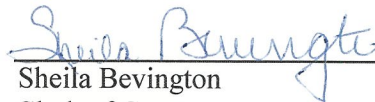
Respectfully submitted,



Charles E. Walder, Auditor
Secretary/ADP Board



Michele Lane
Board of Elections Director



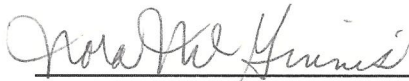
Sheila Bevington
Clerk of Courts



Celesta Mullins
Geauga County Recorder



Scott Hildenbrand
Geauga County Sheriff

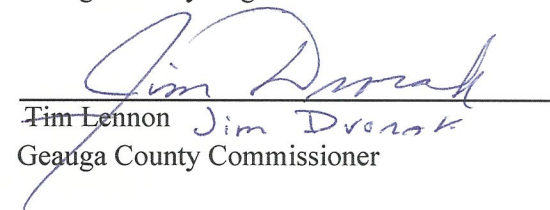


Nora McGinnis
Board of Elections Deputy Director

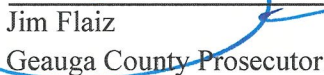


Joe Cattell
Geauga County Engineer

Christopher Hitchcock
Geauga County Treasurer



Jim Lennon
Geauga County Commissioner



Jim Flaiz
Geauga County Prosecutor