

The Geauga County Automatic Data Processing Board met on Monday, January 8, 2024, at 1:05 pm at 231 Main Street in the Auditor's office via Microsoft Teams for a Special meeting.

Members present: Chuck Walder, County Auditor; Chief Rowan, representing Scott Hildenbrand, County Sheriff; Katie Taylor, representing Joe Cattell, County Engineer; Sheila Bevington, County Clerk of Courts; Michelle Lane, Board of Elections Director; Nora McGinnis, Board of Elections Deputy Director; Caroline Mansfield, representing C.P. Hitchcock, County Treasurer; Kristen Rine, representing Jim Flaiz, County Prosecutor and Jim Dvorak, County Commissioner. Also present Pam McMahan, Deputy Auditor; Ron Leyde, Chief Deputy Auditor; Frank Antenucci, Chief Deputy Administrator; Allen Keener, Chief Technology Officer; Carol Benton, League of Woman Voters of Geauga; Kate Jacob, Auditor's Chief Compliance Officer; Corey Thompson, ADP; Karen Murphy, Records & Archives; Dorothy Battles, Coroner's Office; Velta Moisio, Courts IT Director; Josh Widdifield, ADP; Adrian Gorton, BOCC Budget & Finance Manager; Tracy Rahimi, ADP and Linda Burhenne, Asst. County Administrator.

Absent: Celesta Mullins, County Recorder; Court of Common Pleas Judge and John Urbancic County Coroner.

Approval of ADP meeting minutes from 10/25/23

Motion: by Commissioner Dvorak, seconded by Chief Rowan to approve ADP meeting minutes from 10/25/23

Voice votes: 9 ayes, 3 absent, 0 abstain. Motion carried.

Approval of the ADP meeting minutes from 12/12/23.

Motion: by Chief Rowan, seconded by Commissioner Dvorak to approve ADP meeting minutes from 12/12/23

Voice votes: 9 ayes, 3 absent, 0 abstain. Motion carried.

Approval of Board of County Commissioners Cable Communication

Motion: by Chuck Walder, seconded by Commissioner Dvorak to approve the Board of County Commissioners Cable Communications.

Frank explained with the potential lease or purchase of the Chase Bank building, this quote provides all the technical work necessary to provide a spot for the Probation and Law Library on the third floor of the Chase building. It encompasses the work of running the Geauga County network and fiber from the Annex area to the Chase building and cameras, security, and data throughout the entirety of the west end of the third floor.

Voice votes: 9 ayes, 3 absent, 0 abstain. Motion carried.

Approval of Sheriff's Office Motorola Solutions, Inc

Motion: by Commissioner Dvorak, seconded by Chuck Walder to approve the Sheriff's office Motorola Solutions Inc.

Chief Rowan stated this is all of their computer records, jail management, and everything on this film. This is an upgrade and an annual maintenance contract.

Voice votes: 9 ayes, 3 absent, 0 abstain. Motion carried.

Geauga County ADP and Auditor's Office GIS Employees

Motion: by Chief Rowan, seconded by Commissioner Dvorak to accept the Geauga County ADP & Auditors office, GIS employees schedule for 2024.

Chuck discussed the most recent decision by the County Commissioners to move Archives and Records under the ADP Board's authority which changed the headcount of the personnel. Some natural things have been put under Franks's responsibility that allows him some flexibility to be able to use people that are not normally billed to ADP specifically. Frank can leverage some of their skill sets and time to be a quasi-ADP employee without being paid through ADP. Chuck explained a sheet he sent out which shows if you see an employee not in the ADP column under 100%, that means they're fractional employees, it does not mean they are part-time employees. It means they're partially paid for by ADP for what they provide to that resource. There are some students, who are paid 100% out of ADP, but they are part-time employees. So that's why you'll see a PT under status, but 100% under budget. The employees that are coming from Archives, are now considered ADP employees and they will be paid 100% out of ADP.

Commissioner Dvorak asked how many students are normally hired, how long are they kept, and if there is a rotation system.

Chuck responded we typically run two to three at a given time. They're here for 12 weeks at a time. They go back to school for 12 weeks. When they go back to school, somebody from school comes here, while they're at school and works 12 weeks, so there are flipping sessions. So, you get a full-time person, but it's divided by two people, and it's part-time.

Voice votes: 9 ayes, 3 absent, 0 abstain. Motion carried.

Regular business

None

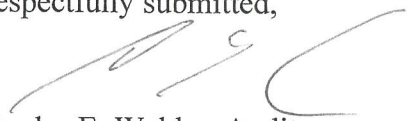
Public Comment

Velta Moio asked for clarification as it was her understanding and the Judges that she was to attend the ADP meeting and gather information regarding their participation on the board.

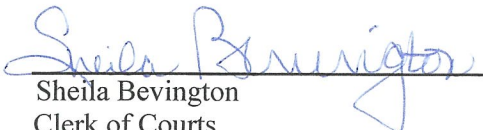
Frank suggested speaking to the Prosecutor's office based on the recent changes by the County Commissioners in terms of the expansion of the ADP Board.

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Chief Rowan motioned to adjourn.

Respectfully submitted,

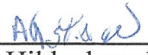

Charles E. Walder, Auditor
Secretary/ADP Board

Michele Lane
Board of Elections Director

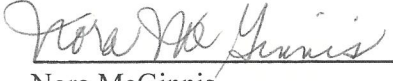


Sheila Bevington
Clerk of Courts


Celesta Mullins
Geauga County Recorder




Scott Hildenbrand
Geauga County Sheriff



Nora McGinnis
Board of Elections Deputy Director



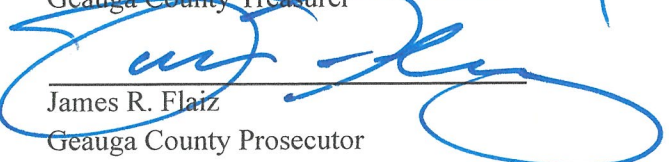
Joe Cattell
Geauga County Engineer



Christopher Hitchcock
Geauga County Treasurer



Tim Lennon
Geauga County Commissioner



James R. Flaiz
Geauga County Prosecutor

John Urbancic MD
Geauga County Coroner

Common Pleas Court Judge