

LUCAS COUNTY DATA PROCESSING BOARD MINUTES

Thursday, September 6, 2012

Voting Members Present:

Anita Lopez, Auditor
Jeanine Perry, Recorder
Dan DeAngelis, Board of Elections
Meghan Gallagher, Board of Elections
Eric Zatkan, Common Pleas Court Rep.
Lila Shousher, Treasurer's Office Rep.
Peter Ujvagi, Commissioner's Rep.

Advisory Present:

Jason Gears, LCIS
Cindy Waldmannstetter, LCIS

Attendees:

Adam Hansen, Recorder's Office
Bill Benner, Auditor's Office
Mark Austin, Treasurer's Office
Jim Roberts, JFS
Tom Dodds, Facilities

Recording Secretary:

Karen Schmitkey

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- Cindy Waldmannstetter called the meeting to order.
 - Motion to approve the minutes of the August 2, 2012 meeting made by Jeanine Perry and seconded by Anita Lopez; motion carried.

Purchasing Requests

LCIS

Jason Gears presented a request to purchase a new Dell PowerEdge server and KVM interface to replace two existing servers used by the treasurers and LCIS that are 5 and 7 years old. LCIS and the treasurer will share one large server, which will save money on hardware support and licensing. The server cost will be split between LCIS and the treasurer. LCIS will purchase the Avocent KVM interface adapter. Total cost to LCIS is \$6118.88. Funding is available in the LCIS equipment fund #1010-0160-530100. Total cost to the treasurer is \$6027.66. Funding is available in the Treasurer's DETAC equipment fund #2160-1340-530100. Anita Lopez made a motion to approve, seconded by Peter Ujvagi; motion carried.

JFS

Jim Roberts presented a request for the approval for use of social media to increase the accessibility of suitable information for residents through Facebook and Twitter. Jason Gears asked if CivicPlus would be used for updates to the sites, Mr. Roberts replied that they would use CivicPlus for updates. Peter Ujvagi made a motion to approve, seconded by Eric Zatkan; motion carried.

Facilities

Tom Dodds presented a request to purchase a second FacilityDude.com module for inventory control. This will reduce departmental costs through optimization of supply purchases and

distribution and allow a better means of cost tracking. County Commissioners have approved the purchase. Inventory Edge will cost \$7,061.09 for startup online training and one year of support. Annual support costs will be \$5481.00 after the first year. Additional cost of a bar code scanner and accessories will cost an estimated \$1000.00. Ms. Lopez commented that this program could be a good resource for other departments in the future. Peter Ujvagi made a motion to approve, seconded by Anita Lopez; motion carried.

Old Business

Board of Elections

Mr. Ujvagi stated that, with the Secretary of State's assistance, concerns at the BOE regarding IT issues are being addressed at this time.

Tax Accounting Project/LCIS 2013 Operating Budget

Ms. Waldmannstetter presented a breakdown of the costs and allocations of the Tax Accounting/CAMA on-going support costs of the proration of 85% from Auditor Real Estate, 10% from the Treasurer DETAC, and 5% from the Board of Commissioners. Additional costs for hardware annual support agreements will be paid for from the LCIS general fund budget. She also proposes that the internal applications support amount be prorated at 50% with general funds and 50% with the real estate assessment funds. Ms. Waldmannstetter requested of the board the approval of the proration of the support contract at 85%-10%-5%. Ms. Lopez added that these allocations of costs for on-going support can be achieved if the Auditor's office does not realize a 2013 budget reduction. Mr. Ujvagi stated that the Commissioners are supportive of the distribution of costs and allocations for the on-going support costs and that 2013 budget considerations are currently being reviewed. Ms. Waldmannstetter also presented the LCIS 2013 Operating Budget for approval.

Mr. Austin moved to accept the LCIS budget and the proration of on-going support costs. Mr. Ujvagi recommended that the motion be amended to accept only the proration of the support costs so that DP Board members can review the LCIS budget. Ms. Lopez stressed the need for the proration to be contingent on the Auditor's 2013 budget not seeing a reduction. Mr. Austin withdrew his motion.

After further discussion and clarification, Mr. Austin made a motion to accept the DP board budget and the proration of support costs as submitted by Ms. Waldmannstetter. Further discussion ensued regarding the Auditor's budget concerns. Mr. Austin withdrew his motion.

Eric Zatko clarified that the LCIS budget meets the reduction as requested by the County Commissioners and has been submitted to the DP board for approval. It was noted that the LCIS budget requires approval from the DP Board before being submitted to the County Commissioners. Motion made by Mr. Austin to accept the 2013 LCIS budget including the proration of the tax accounting projects on-going support costs as submitted by Ms. Waldmannstetter, seconded by Ms. Perry; motion carried.

New Business

There is no new business at this time.

Motion to adjourn made by Mr. Zatko, seconded by Mr. Austin; motion carried.


Anita Lopez, Secretary of the Board


Cindy Waldmannstetter, Director, LCIS

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