

# LUCAS COUNTY DATA PROCESSING BOARD MINUTES

Thursday, October 4, 2012

## **Voting Members Present:**

Cynthia Waldmannstetter, Auditor's Rep.  
Jeanine Perry, Recorder  
Dan DeAngelis, Board of Elections  
Meghan Gallagher, Board of Elections  
Peter Gerken, Commissioner  
Mark Austin, Treasurer's Rep.  
Kevin Callaghan, Clerk of Courts Rep.

## **Advisory Present:**

Jason Gears, LCIS  
Ursula Barrera-Richards, Auditor HR Director

## **Attendees:**

Adam Hansen, Recorder's Office  
Michael Veh, Workforce Development  
Eric Horn, Children Services

## **Recording Secretary:**

Karen Schnitkey

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- Cindy Waldmannstetter called the meeting to order.
  - Motion to approve the minutes of the September 4, 2012 meeting made by Jeanine Perry and seconded by Cynthia Waldmannstetter; motion carried.

## **Purchasing Requests**

### Workforce Development

Michael Veh presented a request to purchase computers, software and server to replace outdated and aging equipment. Equipment to be purchased includes the following;

13 – Optiplex Desktop computers with monitors \$10,672.73  
1 – Dell Latitude E6530 \$1723.89  
1 – Dell PowerEdge R310 Server \$5301.28  
14 – MS Office Pro Plus 2010 Licenses \$4480.00  
1 – IBM Tivoli Backup Server Software \$850-\$1200 (TBD)

Funding is available with account 2270 1431 530100. Motion to approve the purchase was made by Kevin Callaghan, seconded by Ms. Perry; motioned carried.

### Children Services

Eric Horn presented a request to purchase 1 ScanPro 2000 for \$7640.00 and one Dell Equallogic Storage Array with 3 year support for \$41,915.80. The ScanPro will replace two old Microprinter Reader/Printers that are past end of life and which are no longer cost effective to service. The Dell Storage Array will replace two units that will no longer be covered by support after April 2013. These two units will be used for storage of non-critical data and as a storage host for disaster recovery. Funds are included in the 2012 appropriations with account #2050 2110 530100. Motion to approve the purchase was made by Commissioner Gerken, seconded by Mr. Austin; motioned carried.

Clerk of Courts

Kevin Callaghan presented a request to purchase a new server, maintenance and upgrade to the records software, barcode reader equipment and services. The server will replace the existing server that was purchased in 2004. Jason Gears noted that the server was sized appropriately to move to the new records center and will also host the department's email and files. Funds are available in the Records Center budget. Costs included as follows;

Dell Server – not to exceed \$9,000.00  
Maintenance - \$8,941.78  
Barcode Reader - \$6,109.31

Motion to approve the purchase made by Commissioner Gerken, seconded by Dan DeAngelis; motion carried.

Old Business

Board of Elections

Jason Gears stated that the Early Vote Center is operational.

Tax Accounting Project

Ms. Waldmannstetter stated that LCIS is establishing core files for the tax accounting system and will have Lucas County data available in the new system. The full Tyler team will be on site October 14-15.

New Business

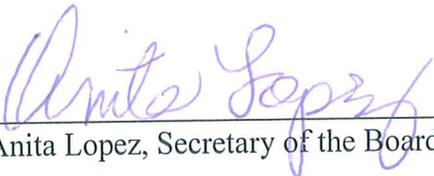
IT Procurement Policy

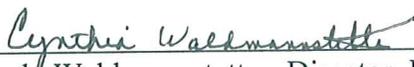
Ms. Waldmannstetter requested approval of the updated IT Procurement Policy with changes made to coincide with the Lucas County purchasing policy limits. The minimum limit has changed from \$5,000 to \$7,500. Mr. Callaghan made a motion to approve, Commissioner Gerken seconded; motion carried.

Motion to enter into Executive Session was made by Mr. Austin, seconded by Commissioner Gerken to discuss a job audit recommendation.

Motion to approve the job audit recommendation made by Mr. Austin, seconded by Mr. DeAngelis; motion carried.

Motion to adjourn made by Commissioner Gerken, seconded by Ms. Perry; motion carried.

  
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Anita Lopez, Secretary of the Board

  
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Cindy Waldmannstetter, Director, LCIS

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