LUCAS COUNTY DATA PROCESSING BOARD MINUTES

Thursday, December 6, 2012

Voting Members Present:
Cynthia Waldmannstetter, Auditor's Rep.
Jeanine Perry, Recorder
Dan DeAngelis, Board of Elections
Sharon Haupricht, Domestic Relations Court Rep.
CJ Holley, Clerk of Courts Rep.
Mark Austin, Treasurer's Rep.
Eric Zatko, Common Pleas Court Rep.
Schuyler Beckwith, Commissioner's Rep.

Advisory Present:
Jason Gears, LCIS

Attendees:
Jessica Poupard, Dog Warden's Office
Bernie Quilter, Clerk of Courts
Anita Lopez, Auditor
Bill Benner, Auditor's Department
Lila Shousher, Treasurer's Department

Recording Secretary:
Karen Schnitkey

- Cindy Waldmannstetter called the meeting to order.

- Motion to approve the minutes of the November 1, 2012 and November 8, 2012 meetings made by Jeanine Perry and seconded by Sharon Haupricht; motion carried.

Purchasing Requests

Dog Warden
Jessica Poupard presented a request to purchase Chameleon/CMS Animal Control/Shelter Software. The Dog Warden currently has three separate systems that do not interact. The Chameleon Software will enable these aspects of the Dog Warden's office to interact and help the department be more efficient. Total initial cost is not expected to exceed $39,420. Expected annual recurring cost will be $12,720.

Dog Warden is also requesting to purchase additional equipment to utilize the shelter software to the fullest potential and to make the operations more efficient and streamlined. The cost of the equipment is not to exceed $27,350. All quotes have been secured through LCIS at State Contract pricing.

Dell Optiplex 7010 Desktop with monitor and MS Office 2010
Five (5) Dell Latitude E6430 Notebooks
Four (4) Wireless access points and associated hardware
Five (5) Opticon OPN 2001 Pocket Memory Scanners
Three (3) Symbol LS2208 USP Scanner Kits
SAP Crystal Reports 2011
Two (2) PetDetect Printers PD-70011 and fifty-five (55) rolls of collar media
Two (2) Sony EX640 55" LED TVs with mounting equipment

Funds for the Chameleon Software are available in the Dog and Kennel Contract Services line item. Funds for the equipment are available in the Dog and Kennel Equipment line item. The software is being used successfully by the Toledo Human Society. Cindy Waldmannstetter has assisted with the request for proposal and evaluation of the proposal from Chameleon. The Dog

Warden may need additional training for the Chameleon software. Technical support may be required from LCIS in the future. Lila Shousher has reviewed the system and believes it is a very comprehensive system. Jeanine Perry made a motion to approve the purchases, Mark Austin seconded; motion carried.

LCIS

Cindy Waldmannstetter presented a request to purchase the Unity Client Server software from Hyland Software. This software will allow LCIS to standardize client viewing of images using a common user interface, allowing LCIS to reduce the complexity and cost of future system upgrades beginning with Release 12.

The Onbase Unity Client software is solely provided by Hyland Software. The cost of the software is $8,060 and has annual support charges of $967.20 per year. Total outlay is $9027.20, which is available from LCIS 2012 Operating Budget in line item account 530100.

Motion to approve the purchase was made by Mark Austin and seconded by CJ Holley; motion carried.

Old Business

Board of Elections

Dan DeAngelis mentioned that BOE procedures are running fine. State appointed overseers are still on site. BOE is still busy with recounts. Computer equipment has been returned to LCIS.

Tax Accounting Project

Ms. Waldmannstetter stated that Tyler Technology consultants will be on site next week. There is now a test database in the LCIS environment. The expected CAMA implementation will be in the spring of 2013.

New Business

Clerk of Courts

Bernie Quilter mentioned that they have applied for and received a $100,000 grant from the State Auditor for a feasibility study to look for ways to work together with Wood County to provide shared services to other counties that cannot afford imaging equipment. Lucas and Wood could contract with other counties to provide imaging for them at a cost savings. Feasibility study length is 90 days starting in January. Support may be needed for Onbase if they go forward with the project.

Congratulations were given to Jeanine Perry on her upcoming retirement.

Motion to adjourn made by Bernie Quilter, seconded by Jeanine Perry; motion carried.

Anita Lopez

Anita Lopez, Secretary of the Board

Cynthia Waldmannstetter

Cindy Waldmannstetter, Director, LCIS

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