



ANITA LOPEZ LUCAS COUNTY AUDITOR

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MEMORANDUM

TO: All Data Processing Board Members

FROM: Anita Lopez, Secretary of Board

DATE: April 1, 2013

SUBJECT: Data Processing Board Meeting

The Lucas County Data Processing Board Meeting will be held on **Thursday, April 4, 2013 at 11:00 a.m. in the Commissioners' Conference Room A, Suite 800 of Government Center.** Previous minutes, agendas and requests can be viewed online at <http://www.co.lucas.oh.us/index.aspx?nid=2253>.

Agenda:

1. Approval of Minutes
2. Purchasing Requests
 - A. LCIS Support Renewal – Websense
 - B. LCIS TSM Upgrade
3. Old Business
 - A. Tax Accounting Project
 - B. Social Media
4. New Business
 - A. ORC 307.84 Language change
5. Executive Session – LCIS management change
6. Adjournment

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday March 7, 2013

Voting Members Present:

Cynthia Waldmannstetter, LCIS
Dan DeAngelis, Board of Elections
Sharon Haupricht, Domestic Relations Court Rep.
Adam Hansen, Clerk of Courts Rep.
Meghan Gallagher, Board of Elections
Julie East, Recorder's Rep.
Mark Austin, Treasurer's Rep.
Laura Lloyd-Jenkins, County Administrator

Advisory Present:

Jason Gears, LCIS

Attendees:

Eric Horn, Children Services
Jessica Ford, Recorder's Office
Lila Shousher, Treasurer's Rep.
Abby Arnold, Auditor's Office
Ursula Barrera-Richards, Auditor's Office

Recording Secretary:

Karen Schmitkey, LCIS

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- Cindy Waldmannstetter called the meeting to order.

 - Motion to approve the minutes of the February 7, 2013 meeting made by Mark Austin, seconded by Sharon Haupricht; motion carried.

Purchasing Requests

Children Services

Eric Horn presented a request to purchase one (1) Dell server and support to replace a nine year old server that is no longer under support. The new server will be used as their primary GroupWise email server. Funds are included in the 2013 appropriations (Fund #2050 2110 530100) and are part of the budget approved by the Children Services Board on December 12, 2012. Total cost is projected at \$13,993.45. Motion to approve the purchase made by Adam Hansen, seconded by Julie East; motion carried.

Auditor Real Estate

Abby Arnold presented a request for authorization to acquire professional services with Patriot Properties for conversion of the Lucas County's residential and commercial building sketches. These sketches are required for the new tax accounting system. Total cost not to exceed \$55,000. Funds are available from the Real Estate Assessment fund 2030. Patriot Properties is a sole source provider. Tyler Technologies will be crediting \$30,000 (one half of the Patriot Invoice) to their contract with Lucas County to help offset this cost. Motion to approve the purchase made by Mark Austin, seconded by Dan DeAngelis; motion carried.

Old Business

Tax Accounting Project

Ms. Waldmannstetter stated that the tax accounting project is on target to have requirements gathering completed by the end of the month. Mark Richards has returned as the Tyler Technologies Project Manager.

LCIS Annual Report

Ms. Waldmannstetter presented the 2012 LCIS Annual Report and noted that a final report is to be approved and filed by the first Monday in April per Ohio Revised Code. Meghan Gallagher asked for a change to her name spelling. Adam Hansen made a motion to approve the report, seconded by Meghan Gallagher; motion carried.

New Business

Social Media

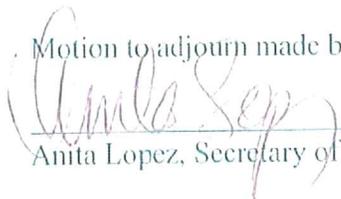
Ms. Waldmannstetter noted that a group met to discuss revisions to the social media policy. There was a consensus that the current policy is in need of updates because it was very restrictive as to how departments can utilize social media. Ms. Jenkins requests that any changes be sent to herself or Cindy Waldmannstetter. She requested a list of authors and publishers from each county department to see which are actively utilizing their websites. She suggests roadshows to demonstrate to departments what they could be doing with the website and media to achieve cost savings. The Commissioners office will lead by example and update their website and utilize tools and resources that they already have.

The question was raised as to whether the DP Board should be the group to spearhead changes regarding new media. Mr. Austin mentioned that the ORC is not current in regards to new opportunities that are offered with social media. The DP Board approves IT requests and LCIS maintains and supports IT services. Ms. Jenkins stated that the Commissioners will incorporate new media into the budgeting rollout process and communicate to departments how they can utilize new media to streamline resources, better communicate and achieve cost savings. Ms. Waldmannstetter added that there is currently no overall technology steering committee. The IT visioning and strategy process should occur when operating budgets are established. Those strategies should then be shared with IT so they can balance the needs with resources that are available.

Mr. DeAngelis asked about the status of social media committee? Ms. Jenkins suggested contacting her if anyone is interested in contributing suggestions regarding social media. New media usage will be incorporated into the budget development process and there should be collaboration with LCIS on implementation. She requested that the social media topic be tabled as a DP Board issue. If the social media policy is revised, she'll bring the topic back to the DP Board at that time.

Julie East made the motion to enter into executive session to discuss staffing issues, seconded by Adam Hansen; motion carried by a roll call vote as follows: Yea - Waldmannstetter, Haupricht, East, Shousher, Austin, Hansen, Gallagher, DeAngelis, and Jenkins. Motion carried. Motion to approve items from exec session made by Julie East, seconded by Adam Hansen; motion carried.

Motion to adjourn made by Mark Austin, seconded by Cindy Waldmannstetter; motion carried.


Anita Lopez, Secretary of the Board


Cindy Waldmannstetter, Director, LCIS ANA

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**Lucas County
Information
Services**

Anita Lopez,
Lucas County Auditor
and
Secretary of the
Data Processing Board

Jason Gears
Infrastructure Manager
One Government Center
Suite 400
Toledo, OH 43604

419.213.4025 Voice
419.213.4024 Fax

Date: March 28, 2013

To: Lucas County Data Processing Board

From: Jason Gears

Subject: Licensing renewal request

Lucas County Data Processing Board Members,

Lucas County Information Services is requesting permission to renew our Websense internet filter and logging systems licensing and subscriptions with CDW/G. We are licensed for 1600 connections and 25 remote filter users. The quotation is attached and it is on the National Joint Powers Alliance contract.

CDW/G	
1600 Security Filter Licenses	\$9,712.00
1600 Web Filter Licenses	\$17,568.00
25 Remote Filtering Licenses	\$176.25
Total	\$27,456.25

The total cost for all licensing is \$27,456.25 and the quotation is attached for your review. Funding is available from the previously approved LCIS operating budget, account number 1010-160-530700.

Thank you for your consideration,

Jason Gears
Infrastructure Manager



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
DHTJ730	3889470	3/13/2013

BILL TO:
 KAREN SCHNITKEY
 1 GOVERNMENT CTR STE 400
 INFORMATION SERVICES

Accounts Payable
 TOLEDO , OH 43604-2290

Customer Phone #419.213.4357

SHIP TO:
 LUCAS COUNTY DATA PROCESSING
 Attention To: KAREN SCHNITKEY
 1 GOVERNMENT CTR STE 400
 INFORMATION SERVICES

TOLEDO , OH 43604-2290
 Contact: TINA KIRK 419.213.4357

Customer P.O. # WEBSense RENEWAL

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
SEAN BERGQUIST 877.325.3701	ELECTRONIC DISTRIBUTION	Request Terms	GOVT-EXEMPT

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1600		WEBSense SEC FILT RNW 1Y 1001-2500U Contract: National Joint Powers Alliance 111309-CDW Electronic distribution - NO MEDIA	6.07	9,712.00
1600		WEBSense WEB FILT RNW 1Y 1001-2500U Contract: National Joint Powers Alliance 111309-CDW Electronic distribution - NO MEDIA	10.98	17,568.00
25		WEBSense REMOTE FILT RNW 1Y 25U Contract: National Joint Powers Alliance 111309-CDW Electronic distribution - NO MEDIA	7.05	176.25
SUBTOTAL				27,456.25
FREIGHT				0.00
TAX				0.00

US Currency
TOTAL 27,456.25

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.705.8283

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515



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Toledo, OH 43604

419.213.4025 Voice
419.213.4024 Fax

Date: March 29, 2013

To: Lucas County Data Processing Board

From: Jason Gears

Subject: TSM Upgrade – Professional Services, Hardware, and Training

Lucas County Data Processing Board Members,

Lucas County Information Services is requesting permission to begin a project to upgrade our IBM TSM enterprise backup solution. We are working with SIS for a quote for professional services and the hardware required for the upgrade. The quote is in process and we are requesting approval on a not to exceed amount of \$24,500. Additionally we are asking for training on the final product version. The training is offered directly from IBM to cover TSM training for one LCIS employee and be performed in-house with a web-ex session into an actual classroom environment.

SiS Software (Estimate based on previous quotes)	
Professional Services	\$15,500.00
Hardware	\$8,600.00
IBM	
TSM 6.3 Implementation and Administration	\$3,250.00
Total	\$27,350.00

The not to exceed amount for the upgrade is \$24,500 and the funding is available from the LCIS operating budget, line item 1010-0160-530700. SIS is on the Ohio State Term Pricing schedule with contract # 033534368.

Funds for the training are also available in the LCIS budget from our training line item 1010-0160-515230.

Thank you for your consideration,


Jason Gears
Infrastructure Manager