



ANITA LOPEZ LUCAS COUNTY AUDITOR

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MEMORANDUM

TO: All Data Processing Board Members
FROM: Anita Lopez, Secretary of Board
DATE: December 3, 2014
SUBJECT: Data Processing Board Meeting

The Lucas County Data Processing Board Meeting will be held on **Thursday, December 4, 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. Requests
 - A. IJS – Surface Pro 3 Tablets
3. Old Business
 - A. Tax Accounting Project
4. New Business

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday November 6, 2014

Voting Members Present:

Jason Gears, Auditor's Rep.
Lila Shousher, Treasurer's Rep.
Adam Hansen, Clerk Of Courts Rep.
Sharon Haupricht, Domestic Relations Court Rep.
Don Colby, Common Pleas Court Rep.
Gina Kaczala, Director, Board of Elections
Lavera Scott, Deputy Director, Board of Elections
Jessica Ford, Recorder's Office

Attendees:

George Webb, LCIS
Jeremy Burnat, LCIS
Kelleigh Decker, OMB
Mark Austin, Treasurer's Office
Lynn Dipierro, Support Services
Tom Graven, Telecom
Jason Brown, Veteran's Services
Eric Horn, Children's Services

Recording Secretary:

Karen Schnitkey

- Jason Gears called the meeting to order.
- Motion to approve the minutes of the October 2, 2014 meeting made by Adam Hansen, seconded by Lila Shousher; motion carried.

Purchasing Requests

On October 8, 2014 one emergency request was presented.

- Deb Gasser, requested permission to expedite approval of a new Lucas County IP address to connect an upgraded security camera system at the Department of Work Release. George Webb reviewed and approved the request on behalf of LCIS. This is an emergency nature because until they receive the new IP address they will be unable to download video recordings of incidents at Work Release. All DP Board members were contacted and a majority approval was obtained.

Support Services

Lynn Dipierro and Tom Graven presented a request for county internet access to use with CenturyLink's laptops for online support services if needed in the event of a catastrophic situation. They also need to connect to the counties LAN NTP source to update timing for the phone systems. Jason Gears and George Webb reviewed and approved the request on behalf of LCIS. Motion to approve the purchase made by Don Colby, seconded by Lila Shousher; motion carried.

Veterans' Services

Jason Brown made a request on behalf of Veteran's Services to purchase a Dell PowerEdge T420 server, Cisco Switch and accessories to support the Veteran's Services network infrastructure needs in their new location. They also request installation assistance as well as ongoing monitoring of the network and server equipment by LCIS. Funding is available in 1010-2600-515173 and the total cost is estimated at \$17,399.74. Motion to approve the request made by Lila Shousher, seconded by Jessica Ford; motion carried.

Children's Services

Eric Horn made a request on behalf of Children Services to purchase 130 Dell Optiplex PC's at a cost of \$88,264.80 to replace aging PC's that were purchased in 2001 and 2006. Funds are available in

2050-2110-530100. Motion to approve the purchase made by Jason Gears, seconded by Don Colby, Lila Shousher abstained; motion carried.

Old Business

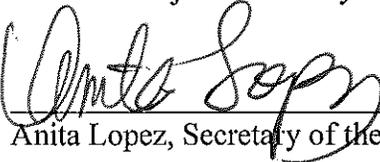
Tax Accounting Project

Lila Shousher stated that the new target date for completion is spring of 2015. The new tax bill testing is expected to be December 8-9, 2015. Mark Austin added that they're all working well as a team and by moving the date to spring they're able to test the systems in a parallel environment before going live.

New Business

George Webb updated the board on the plan to increase the ISP bandwidth with Buckeye to meet Lucas County's increased demand for internet access. This will incur an annual increase of \$1,464.00 and these funds are available in the LCIS budget. An amendment to the original resolution will be presented to the Commissioners at the November 18, 2014 meeting.

Motion to adjourn made by Adam Hansen, seconded by Lila Shousher; motion carried.

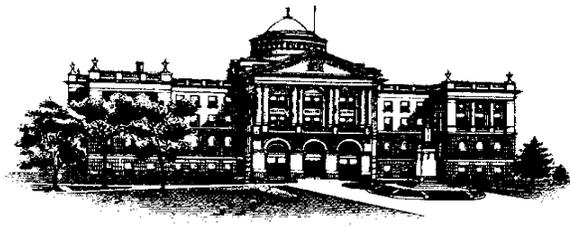


Anita Lopez, Secretary of the Board



Jason Gears, Director, LCIS

KAS



Lucas County Integrated Justice System

700 Adams Street, Suite 310
Toledo, Ohio 43604-1645
(419) 213-4041

December 4, 2014

Ms. Anita Lopez
Lucas County Auditor
One Government Center, Suite 600
Toledo, Ohio 43604

Dear Ms. Lopez:

As an item for the next Data Processing Board meeting, the Lucas County Integrated Justice System is requesting approval to purchase three Microsoft Surface Pro 3 tablet computers. The total cost of each device, including a dock, detachable keyboard and folio cover is \$1585.51. A three year warranty w/accidental damage protection adds \$330.95.

The total for 3 devices, including freight, is \$5813.42.

Funds are available through the IJS Equipment account #: 4500 530100

Thank you for your consideration.

Sincerely,

Eric J. Zatko, Director

Karen Schnitkey - Data Processing Board Emergency Request

From: Karen Schnitkey
To: DP Board Members
Date: 11/18/2014 3:22 PM
Subject: Data Processing Board Emergency Request

Dear Members of the Data Processing Board,

LCIS Director, Jason Gears makes a recommendation and requests approval to hire Kory Koepfer to fill the vacant Operations Analyst position within LCIS. The candidate has been interviewed by LCIS Director, Jason Gears, LCIS Assistant Director George Webb, LCIS Operations Team Lead Mike Swaile.

The starting rate will be offered at \$43,680.00. There will be a 120 day probationary period. Funds are available in the LCIS budget. This is an urgent matter as LCIS is seeking to recruit a talented IT staff member and he is available to start work with LCIS immediately.

Please reply with a yea or nay vote by 10:00 AM 11/19/2014 if possible. Direct any questions to myself or Jason Gears at x4386 or email jgears@co.lucas.oh.us.

Best Regards,

Karen Schnitkey
Office Manager
Help Desk Administrator

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Karen Schnitkey - Results - LCIS Request to Hire

From: Karen Schnitkey
To: DP Board Members
Date: 11/19/2014 2:44 PM
Subject: Results - LCIS Request to Hire

Regarding the request for emergency approval for LCIS hiring of Kory Koepfer, email was received from the following DP Board members with votes:

Mr. Don Colby, Common Pleas Court Rep. - Yea
Mr. Phil Copeland, Recorder - Yea
Commissioner Pete Gerken - Yea
Ms. Lila Shousher, Treasurers Rep. - Yea
Mr. Adam Hansen, Clerk of Courts Rep. - Yea
Board of Elections Deputy Director Lavera Scott - Yea

There were no Nay votes. This information will be added to the December 2014 DP Board agenda and minutes.

Thank you for your quick response!

Regards,

Karen Schnitkey

Office Manager
Help Desk Administrator

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