

**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 Schnitkey, 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

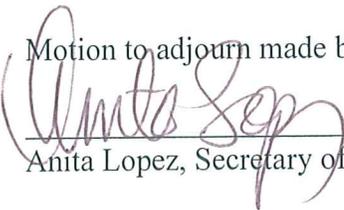
Ms. Waldmannstetter noted that a group met to discuss revisions to the social media policy. There was a consensus that the current policy is in need of updates because it was very restrictive as to how departments can utilize social media. Ms. Jenkins requests that any changes be sent to herself or Cindy 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.

  
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Anita Lopez, Secretary of the Board

  
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Cindy Waldmannstetter, Director, LCIS AMA

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