

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday November 7, 2013

Voting Members Present:

Cynthia Waldmannstetter, Auditor's Rep.
Dan DeAngelis, Board of Elections
Phil Copeland, Recorder
Adam Hansen, Clerk of Courts Rep.
Eric Zatkan, Common Pleas Court Rep.
Lila Shousher, Treasurer's Rep.

Attendees:

Jessica Ford, Recorder's Office
Abby Arnold, Auditor's Office
Ursula Barrera-Richards, Auditor's Office
Mark Austin, Treasurer's Office
Eric Horn, Children Services Board
Ron Heinold, LCIS
George Webb, LCIS

Recording Secretary:

Karen Schnitkey

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- Cindy Waldmannstetter called the meeting to order.
 - Motion to approve the minutes of the October 3, 2013 meeting made by Eric Zatkan, seconded by Lila Shousher; motion carried.

Purchasing Requests

Children Services Board

Eric Horn presented a request to purchase a Cybertech Myricle Recording System and Application Software to replace the Audiolog system that is not compatible with Windows 7. The total cost will be \$9395.00 and funds are available in the 2013 fund #2050 2110 530100. A second request was presented to purchase 110 Dell Optiplex computers to replace a portion of their current PC's which were purchased in 2001. The total cost will be \$74,690.00 and funds are available in the 2013 fund #2050 2110 530100. Eric Zatkan made a motion to accept the request, seconded by Adam Hansen: motion carried.

Correctional Treatment Facility

Eric Zatkan presented a request to enter into a 5 year lease agreement with COPECO for 4 copiers. The copier lease from the previous 5 years is expiring. The units will need to link to the network. The lease agreement for the next 5 years will total \$30,429.00. Funds are available in fund #2251-3430-530100 project code Q9814

Integrated Justice System

Eric Zatkan presented a request for 1 IP address to be designated to the digital video recording device that is located at the new Centralized Drug Testing Center. The video stream will be used for occasional off-site security monitoring and video monitoring for incident evidence and response. Dan DeAngelis made a motion to approve, seconded by Phil Copeland: motion carried.

Court of Common Please Juvenile Division

Eric Zatkan presented a request of the Juvenile Court to purchase two copiers that will replace copiers that are being retired due to length of time in service, high maintenance cost and non-working components. The cost is \$13,844.00 and funds are available in the General Fund, Equipment Line

#1010-1110-530100. Lila Shousher made a motion to approve, seconded by Cindy Waldmannstetter: motion carried.

Old Business

Tax Accounting Project

Cindy Waldmannstetter reported that LCIS anticipates going into production with Phase One of the project the week before thanksgiving. This phase includes Computer Aided Mass Appraisal, Board of Revision and Property Maintenance functionalities.

Social Media

No discussion.

Lucas County Spending Website

Abby Arnold updated the board with a handout depicting a prototype of the web site that added an additional reports link that can take the user to an individual agency's CivicPlus web page that can include information that is posted by the agency. January is the anticipated time for the web site to be published.

New Business

George Webb presented a report regarding the county computers with Windows XP software installed on them. Microsoft is discontinuing support for this product effective April 2014. This will create a serious security issue for county computers and the county network. George reviewed the number of computers affected, the security issues related and the costs involved in addressing the issue. Cindy Waldmannstetter suggested that the DP Board draft policy to address various PC deployment, security and retirement policies for county PC users. She also suggested a sub-committee be formed to address proposals for the above issues. George Webb, Ron Heinold, Eric Zatko and Adam Hansen volunteered to sit on the committee. Contact will be made with OMB, Commissioners and County Administration to become involved with the sub-committee.

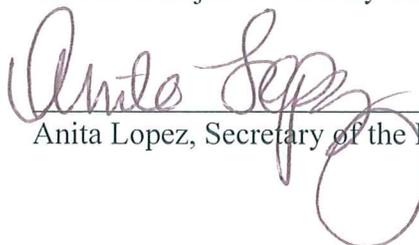
Executive Session

Lila Shousher made a motion to enter into Executive Session for the purpose of reviewing Personnel issues, Adam Hansen seconded; motion carried. Yea – Waldmannstetter, Copeland, Shousher, Hansen, DeAngelis.

Motion to exit executive session made by Phil Copeland, seconded by Lila Shousher; motion carried.

Motion to accept the recommendation of the new Network Technician made by Adam Hansen, seconded by Phil Copeland; motion carried.

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


Anita Lopez, Secretary of the Board


Cindy Waldmannstetter, Director, LCIS