



ANITA LOPEZ LUCAS COUNTY AUDITOR

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MEMORANDUM

TO: All Data Processing Board Members

FROM: Anita Lopez, Secretary of Board

DATE: February 6, 2014

SUBJECT: Data Processing Board Meeting

The Lucas County Data Processing Board Meeting will be held on **Thursday, February 6, 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
3. Old Business
 - A. Tax Accounting Project
 - B. XP Computer Replacement Project
 - C. LucasCountySpending Web Site
 - D. Email Review
 - E. Lucas County Web Site Review
4. New Business
 - A. Desktop Printer Consolidation - Commissioner
 - B. Centralizing County Software - Commissioner
5. Executive Session

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Monday, January 13, 2014

Voting Members Present:

Anita Lopez, Auditor
Dan DeAngelis, Board of Elections
Phil Copeland, Recorder
Eric Zatkan, Common Pleas Court Rep.
Sharon Haupricht, Domestic Relations Court Rep.
Wade Kapszukiewicz, Treasurer
Bernie Quilter, Clerk of Courts
Meghan Gallagher, Board of Elections
Pete Gerken, Commissioner

Attendees:

Adam Hansen, Clerk of Courts Rep.
Ursula Barrera-Richards, Auditor's Office
Ron Heinold, LCIS
George Webb, LCIS
Keila Cosme, Auditor's Office
Julie East, Recorder's Office
Brittany Ford, Commissioner's Rep.
Lila Shousher, Treasurer's Rep.

Recording Secretary:

Karen Schnitkey

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- Ursula Barrera-Richards called the meeting to order.
 - Ms. Richards called the roll of Board members. Pete Gerken made a motion to nominate Lucas County Auditor Anita Lopez to serve as the Board Secretary, seconded by Dan DeAngelis: motion carried.
 - Motion to approve the minutes of the December 5, 2013 meeting made by Wade Kapszukiewicz, seconded by Eric Zatkan; motion carried.

Purchasing Requests

No purchasing requests

Old Business

Tax Accounting Project

Ursula Richards reported that there are no new issues to report and several applications have gone live.

XP Computer Replacement Project

George Webb reported that elected officials have been contacted with details on the replacement policy approved by the DP Board in December. Forty percent of the computers to be replaced have been identified. Eric Zatkan asked how to address a department that doesn't have the ability to finance the pc/software replacement cost in their 2014 budget. Anita Lopez mentioned that if any agencies have a budgetary problem she will contact the Commissioner's office and they will work with the agency to find a resolution.

Lucas County Spending Website

No new updates at this time.

New Business

Commissioner Gerken asked that a sub-committee be formed to explore alternatives to the Groupwise email system. George Webb, Brittany Ford and Adam Hansen offered to sit on the sub-committee. Commissioner Gerken also asked that the county web site be reviewed for improvements.

Brittany Ford asked on behalf of Commissioner Contrada for a survey of software licenses and the date that they expire.

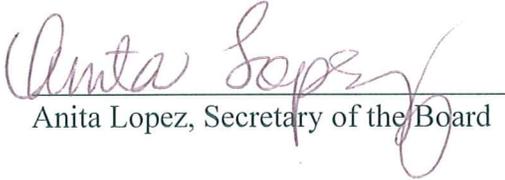
Executive Session

Bernie Quilter made a motion to enter into Executive Session for the purpose of discussing personnel issues, seconded by Anita Lopez. Yea – Lopez, Haupricht, Zatkan, Copeland, Gerken, Kapszukiewicz, Quilter, Gallagher, DeAngelis.

Commissioner Gerken made a motion to exit from executive session, seconded by Eric Zatkan. Yea - Lopez, Haupricht, Zatkan, Copeland, Gerken, Kapszukiewicz, Quilter, Gallagher, DeAngelis.

Motion to accept the personnel recommendation as presented made by Wade Kapszukiewicz, seconded by Commissioner Gerken; motion carried.

Motion to adjourn made by Bernie Quilter, Eric Zatkan seconded; motion carried.


Anita Lopez, Secretary of the Board


Cindy Waldmannstetter, Director, LCIS

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