

## LUCAS COUNTY DATA PROCESSING BOARD MEETING MINUTES

Thursday August 7, 2014

### **Voting Members Present:**

Jason Gears, Auditor's Rep.  
Jessica Ford, Recorder's Rep.  
Lila Shousher, Treasurer's Rep.  
Adam Hansen, Clerk Of Courts Rep.  
Sharon Haupricht, Domestic Relations Court Rep.

### **Attendees:**

George Webb, LCIS  
Ron Heinold, LCIS  
Jason Brown, Veteran's Administration  
Jim Molnar, Auditor Real Estate  
Scott Francis, Health Department  
Joanne Melamed, Health Department  
Steven Spitler, Commissioners  
Ed Feeny, Board of Elections

### **Recording Secretary:**

Karen Schnitkey

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- Jason Gears called the meeting to order.
  - Motion to approve the minutes of the July 3, 2014 meeting made by Lila Shousher, seconded by Jessica Ford, Sharon Haupricht abstained; motion carried.

### **Purchasing Requests**

#### Veteran's Services Commission

Jason Brown presented a request to purchase the eVETassist software program. The agency has used Vet Assist to meet the emergency financial assist needs of Lucas County qualified veterans as required by ORC 5901. The current software is no longer supported and has created production issues due to its age. The new software is supported by Enterprise Resource Partners. Cost of leasing the software is \$5000.00 and will be paid for by fund 1010-2600-515173. Motion to approve the request made by Lila Shousher, seconded by Jason Gears; motion passed.

#### Lucas County Health Department

Joanne Melamed and Scott Francis presented a request to connect 4 servers to the Lucas County network. The servers house Vision services software (Medflo) at a cost of \$53,790.79, and dental services software (Dentrix) at a cost of \$91,810.09. Additional cost for Symantec Anti-virus software licenses for the servers will be \$204.10. The Toledo-Lucas County Health Department Board of Directors has approved the proposal. Funding for the project will come from the Health Department Budget. A request was also made to supply VPN access for 10 users. Ms. Melamed mentioned that the servers and software have already been purchased and was surprised that they had to come to the DP Board to explain their purchase. Jason Gears said that there may be a need for further discussion with the Health Department regarding the need for DP Board approval for IT purchases. He said that an important duty of the DP Board is to determine the best use of County resources and to maintain the most stable environment for all users. LCIS' ability to function in an advisory role often times can help save agencies money and assist with design. George Webb asked if the servers would be accessed by users outside of the county. Ms. Melamed said that there will be teams of optometrists, dentists and hygienists (possibly 10 people) that will be accessing the servers, this could be expanded. The mobile devices will be laptop computers. Lila Shousher asked if this will affect the county network connectivity. Jason Gears said that there is a possibility that this may slow down connectivity at certain times. Scott Francis mentioned that they use Toledo Public Schools Wi-Fi connectivity and also use Wi-Fi hotspots for backup. Jason Gears said that Lucas County connects to

the Toledo Public Schools, they may be able to use this connection rather than VPN. Motion to approve the connectivity made by Lila Shousher, seconded by Sharon Haupricht; motion passed.

**Old Business**

Tax Accounting Project

Jim Molnar reported that work is continuing to move forward with implementation of the tax portion of the project. Additional tax conversions have been completed. Staff are using CAMA and the rental registration programs. Lila Shousher said that they do not have the tax information that is needed to start working in the system test site. They are still hoping to meet the tax accounting deadline. Jim Molnar asked any members that would like to see a preview of the program to contact him.

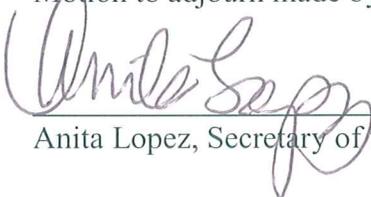
XP Computer Replacement Project

George Webb announced that the project is completed, except for 43 Board of Elections computers. Computers are on hand for installation however there has been a lack of response from Board of Elections regarding the replacement of their computers. George expressed appreciation for the hard work that the team responsible for installing the computers put forth to complete the project.

**New Business**

Lila Shousher questioned what impact there is when servers are added to the Lucas County network without LCIS' knowledge. Discussion continued regarding a discrepancy in understanding of the IT procurement policy for Lucas County and which agencies it applies to. Purchases should not be made before approval by the DP Board. County Prosecutor will be contacted for clarification as to which agencies must come before the DP Board for IT purchase approval. DP Board purchasing policy and procedures will be communicated to all county agencies.

Motion to adjourn made by Jessica Ford, seconded by Steven Spitler; motion carried.

  
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Anita Lopez, Secretary of the Board

  
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Jason Gears, Director, LCIS

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