

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday October 2, 2014

Voting Members Present:

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

Attendees:

George Webb, LCIS
Kelleigh Decker, OMB
Mark Austin, Treasurer's Office
Jessica Ford, Recorder's Office
Julie East, Recorder's Office
Jim Molnar, Auditor Real Estate

Recording Secretary:

Karen Schnitkey

- Jason Gears called the meeting to order.
- Motion to approve the minutes of the September 4, 2014 meeting made by Lila Shousher, seconded by Lavera Scott; motion carried.

Purchasing Requests

On September 11, 2014 two emergency purchases were requested.

- Lucas County Support Services requested permission to expedite approval of a new mail machine from Pitney Bowes for the county mail room. The lease cost is \$892.00 monthly with a total cost of \$53,520.00. Funding is available in account 6010-2520-512110. This is an emergency nature because the current machine lease expires on September 30, 2014. Available board members were contacted and a majority approval was obtained.
- The Sanitary Engineer requested permission to expedite approval of connection of fueling system software to the Sanitary Engineer's network via an IP address. George Webb and Jason Gears have reviewed and approved the connection. This is an emergency nature because the software is being installed before the next DP Board meeting. Available board members were contacted and a majority approval was obtained.

Recorder

Julie East presented a request to purchase a wide format flat scanner and printer to replace 2 nonfunctional machines that were purchased in 2003. Three (3) vendor quotes were reviewed and a decision was made to accept the COPECO proposal at a cost of \$9,970.00. Funds are available within fund #2230-3120-530100. Motion to approve the purchase made by Don Colby, seconded by Jason Gears; motion carried.

Old Business

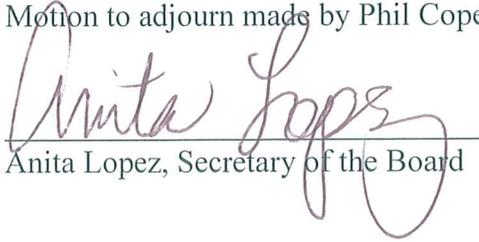
Tax Accounting Project

Jim Molnar presented an update on the Tyler Tax Accounting project. They are continuing to move forward with implementations and training.

New Business

Jason Gears presented a request for approval of the 2015 LCIS operating budget. Included in the budget are increased salary line items to account for succession planning and negotiated bargaining unit staff salary increases. Motion to approve the 2015 LCIS operating budget was made by Phil Copeland, seconded by Lavera Scott, Jason Gears abstained; motion carried.

Motion to adjourn made by Phil Copeland, seconded by Lila Shousher; motion carried.



Anita Lopez, Secretary of the Board



Jason Gears, Director, LCIS

KAS