

**LUCAS COUNTY DATA PROCESSING BOARD  
MEETING MINUTES**

Thursday, March 5, 2015

**Voting Members Present:**

Jason Gears, Auditor Rep.  
Phil Copeland, Recorder  
Don Colby, Common Pleas Court Rep.  
Sharon Raburn, Domestic Relations Court Rep.  
Lila Shousher, Treasurer Rep.  
Adam Hansen, Clerk of Courts Rep.  
LaVera Scott, Board of Elections  
Gina Kaczala, Board of Elections  
Steve Spitler, Commissioner Rep.

**Attendees:**

Jim Molnar, Auditor Real Estate  
Chris Felder, Recorder  
Ron Heinold, LCIS  
George Webb, LCIS  
Julie East, Recorder  
Jason Brown, Veterans Services

**Recording Secretary:**

Karen Schnitkey

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- Jason Gears called the meeting to order.
  - Motion to approve the minutes of the February 5, 2015 meeting made by Mr. Hansen, seconded by Ms. Scott; motion carried.

**Purchasing Requests** –

Board of Elections

On 2/11/2015 an emergency request was presented by Ms. Kaczala and Ms. Scott on behalf of the Board of Elections to purchase an Okidata Ballot Printer. The printer will be used offline in the GEMS environment and there will be no connectivity to the county network. All DP Board members were contacted and a majority approval was obtained.

Board of Elections

Ms. Scott and Ms. Kaczala presented a request to purchase a copier/printer for the BOE office from either Perry ProTech or MT Business after reviewing both models. Mr. Gears noted a concern about the use of automated reporting of copy counts using Print Tracker over the network. Motion to approve the purchase made by Mr. Gears, seconded by Ms. Shousher.

Veterans Services

Jason Brown presented a request for a network mail meter to be connected to the county network. This will help to cut down on delays of mail processing for time sensitive correspondence to the Federal Veterans Administration. Mr. Gears requested approval pending LCIS review of the specifications and network needs of the meter before it's installed. Mr. Colby made a motion to approve the connection contingent upon LCIS review and approval of the network specifications, seconded by Mr. Copeland; motion carried.

**Old Business**

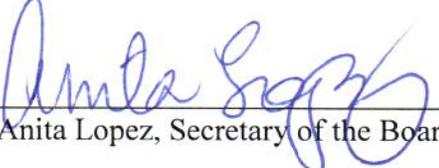
**Tax Accounting Project**

Mr. Molnar reported that the tax accounting project is moving along and the Go-Live date for the tax module is scheduled for April 8th.

**New Business**

Mr. Gears distributed the 2014 LCIS Annual Report draft to members to review before the April DP Board meeting.

Motion to adjourn made by Ms. Scott, seconded by Mr. Copeland; motion carried.

  
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Anita Lopez, Secretary of the Board

  
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Jason Gears, Director, LCIS

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