

**LUCAS COUNTY DATA PROCESSING BOARD  
MEETING MINUTES**

Thursday, November 5, 2015

**Voting Members Present:**

Jason Gears, Auditor Rep.  
Julie East, Recorder Rep.  
Steven Spitler, Commissioner Rep.  
Mark Austin, Treasurer Rep.  
Gina Kaczala, Board of Elections  
Sharon Raburn, Domestic Relations Ct. Rep.  
Adam Hansen, Clerk of Courts Rep.

**Recording Secretary:**

Karen Schnitkey

**Attendees:**

George Webb, LCIS  
Ron Heinold, LCIS  
Jim Molnar, Auditor Real Estate  
Brian S. Miller, Engineer  
Chad Thomas, Engineer  
Scott Francis, Health Department  
Joanne Melamed, Health Department  
Jason Collins, Lucas County WRRF  
Eric Horn, Children Services  
Kelleigh Decker, OMB

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- Jason Gears called the meeting to order.
  - Motion to approve the minutes of the October 1, 2015 meeting made by Ms. Kaczala, seconded by Mr. Spitler; motion carried.

**Purchasing Requests**

Engineer

Brian Miller presented a request on behalf of the Engineer to purchase a Graphtec FC8600 64" Series Sign Cutter to replace the 13 year old Sign Cutter currently being used in the Sign Shop. Total cost is \$6,641.00 and funds are available in the Engineer's budget.

A second request was made to utilize a MaxiSys Pro Diagnostic Platform to be set up on the Lucas County Wireless Access Point in the Mechanics Area in Building E for the sole purpose of vehicle diagnostics. The device will connect to the internet for the purpose of updates to the vehicle diagnostic software and communication with the manufacturer's website. This will be used through an Android device.

Mr. Hansen made a motion to approve the purchase and the network connection, seconded by Mr. Austin; motion approved.

Support Services

Jason Gears presented a request on behalf of Lynn DiPierro and Support Services to purchase a Ricoh MP C5503 Copy Machine for the county mailroom through MT Business to replace an old machine whose lease has expired. The purchase price is \$9,827.00 and funds are available from 6010-2520-530100. Mr. Hansen made a motion to approve the purchase, seconded by Ms. Raburn, Mr. Gears abstained; motion approved.

Water Resource Recovery Facility

Jason Collins presented a request for a static IP address, subnet and gateway information needed to place their existing camera system onto the county network. This would enable the security camera

system to be viewed on the Facility Manager's and the Incoming Assistant Facility Manager's computers. Torrence Sound will continue to be responsible for supporting the security camera system. Motion to approve made by Mr. Gears, seconded by Ms. Raburn; motion approved.

#### Board of Elections

Gina Kaczala presented a request to purchase a Ballot-On-Demand Printer for printing election ballots. The printer will only be attached to the GEMS server and will not connect to the Lucas County Network. Total cost is not to exceed \$10,000. Mr. Gears made a motion to approve the request, seconded by Ms. East, Ms. Kaczala abstained; motion approved.

#### Children Services

Eric Horn presented a request to purchase three (3) Dell PowerEdge R630 servers with VMWare License and 3 year support at a cost of \$55,732.17 and 2 Dell N4032 port switches at a cost of \$13,101.56. The servers will replace three (3) Sun servers that were purchased in 2008. The Dell switches will be used to provide connectivity to the new Dell servers. Total cost is \$68,833.73 and funds are available from 2050-2110-530100. Ms. Raburn made a motion to approve the request, seconded by Ms. East; motion carried.

#### Health Department

Joanne Melamed and Scott Francis presented a request to purchase a Dell PowerEdge server to be used for the stormwater management program GIS data system. The server will be used to increase efficiency, enhance accessibility, store and protect projects and data in use on the system. Cost of the server, operating system and external tape backup is \$12,538.86 and funds are available from the Environmental Fund #9025 and Grant #9022. Julie East made a motion to approve the request, seconded by Sharon Raburn; motion approved.

#### Treasurer

On October 8, 2015 Karen Poore presented an emergency request to purchase a Ricoh MP 9002SP Copier to print in house tax documents using the new tax accounting software. Cost not to exceed \$15,050.00 with funds available from 1010-1310-530100. All board members were contacted and a majority approval was obtained. Lila Shousher abstained; purchase was approved.

#### Integrated Justice System

On October 29, 2015 Eric Zatko presented an emergency request to purchase hardware, software and licensing that together will constitute the server environment for the new ICMS. LCIS has been involved in the design, approval of the environment and it's suitability for the Lucas County Network. Total cost of the project will be \$254,872.75 with funding from 4030-1750-500000 C1063. All board members were contacted and a majority approval was obtained. Don Colby abstained; purchase was approved.

#### Old Business

##### Tax Accounting Project

Mr. Molnar reported that the new tax accounting system is operational and working well and the web site has gone live.

New Business

Jason Gears reported that the ERP Steering Committee has reconvened and is holding regular meetings to discuss and research options for upgrading the PeopleSoft systems.

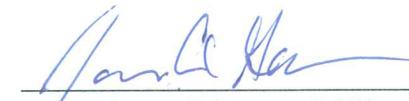
Executive Session

Ms. East made a motion to enter Executive Session for the purpose of discussing LCIS staffing, seconded by Mr. Spitler. Roll was called as follows: Mr. Gears – Yea, Ms. Raburn – Yea, Ms. East – Yea, Mr. Spitler – Yea, Mr. Austin – Yea, Mr. Hansen – Yea.

Motion to hire Deb Reddish without a probationary period as an LCIS End User Support Specialist was made by Ms. East, seconded by Mr. Hansen, Mr. Gears abstained; motion carried.

Motion to adjourn made by Mr. Spitler, seconded by Ms. Raburn; motion approved.

  
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Anita Lopez, Secretary of the Board

  
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Jason Gears, Director, LCIS

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