



# ANITA LOPEZ LUCAS COUNTY AUDITOR

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## MEMORANDUM

TO: All Data Processing Board Members

FROM: Anita Lopez, Secretary of Board

DATE: January 11, 2013

SUBJECT: Data Processing Board Meeting

The Lucas County Data Processing Board Meeting will be held on **Monday, January 14, 2013 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. Organization of the Board
2. Approval of Minutes
3. Purchasing Requests
  - A. Common Pleas Court
4. Old Business
5. New Business
6. Adjournment

# LUCAS COUNTY DATA PROCESSING BOARD MINUTES

Thursday, December 6, 2012

## **Voting Members Present:**

Cynthia Waldmannstetter, Auditor's Rep.  
Jeanine Perry, Recorder  
Dan DeAngelis, Board of Elections  
Sharon Haupricht, Domestic Relations Court Rep.  
CJ Holley, Clerk of Courts Rep.  
Mark Austin, Treasurer's Rep.  
Eric Zatko, Common Pleas Court Rep.  
Schuyler Beckwith, Commissioner's Rep.

## **Advisory Present:**

Jason Gears, LCIS

## **Attendees:**

Jessica Poupard, Dog Warden's Office  
Bernie Quilter, Clerk of Courts  
Anita Lopez, Auditor  
Bill Benner, Auditor's Department  
Lila Shousher, Treasurer's Department

## **Recording Secretary:**

Karen Schmitkey

- 
- Cindy Waldmannstetter called the meeting to order.
  - Motion to approve the minutes of the November 1, 2012 and November 8, 2012 meetings made by Jeanine Perry and seconded by Sharon Haupricht; motion carried.

## **Purchasing Requests**

### Dog Warden

Jessica Poupard presented a request to purchase Chameleon/CMS Animal Control/Shelter Software. The Dog Warden currently has three separate systems that do not interact. The Chameleon Software will enable these aspects of the Dog Warden's office to interact and help the department be more efficient. Total initial cost is not expected to exceed \$39,420. Expected annual recurring cost will be \$12,720.

Dog Warden is also requesting to purchase additional equipment to utilize the shelter software to the fullest potential and to make the operations more efficient and streamlined. The cost of the equipment is not to exceed \$27,350. All quotes have been secured through LCIS at State Contract pricing.

Dell Optiplex 7010 Desktop with monitor and MS Office 2010  
Five (5) Dell Latitude E6430 Notebooks  
Four (4) Wireless access points and associated hardware  
Five (5) Opticon OPN 2001 Pocket Memory Scanners  
Three (3) Symbol LS2208 USP Scanner Kits  
SAP Crystal Reports 2011  
Two (2) PetDetect Printers PD-70011 and fifty-five (55) rolls of collar media  
Two (2) Sony EX640 55" LED TVs with mounting equipment

Funds for the Chameleon Software are available in the Dog and Kennel Contract Services line item. Funds for the equipment are available in the Dog and Kennel Equipment line item. The software is being used successfully by the Toledo Human Society. Cindy Waldmannstetter has assisted with the request for proposal and evaluation of the proposal from Chameleon. The Dog

Warden may need additional training for the Chameleon software. Technical support may be required from LCIS in the future. Lila Shousher has reviewed the system and believes it is a very comprehensive system. Jeanine Perry made a motion to approve the purchases, Mark Austin seconded; motion carried.

#### LCIS

Cindy Waldmannstetter presented a request to purchase the Unity Client Server software from Hyland Software. This software will allow LCIS to standardize client viewing of images using a common user interface, allowing LCIS to reduce the complexity and cost of future system upgrades beginning with Release 12.

The Onbase Unity Client software is solely provided by Hyland Software. The cost of the software is \$8,060 and has annual support charges of \$967.20 per year. Total outlay is \$9027.20, which is available from LCIS 2012 Operating Budget in line item account 530100.

Motion to approve the purchase was made by Mark Austin and seconded by CJ Holley; motion carried.

#### Old Business

##### Board of Elections

Dan DeAngelis mentioned that BOE procedures are running fine. State appointed overseers are still on site. BOE is still busy with recounts. Computer equipment has been returned to LCIS.

##### Tax Accounting Project

Ms. Waldmannstetter stated that Tyler Technology consultants will be on site next week. There is now a test database in the LCIS environment. The expected CAMA implementation will be in the spring of 2013.

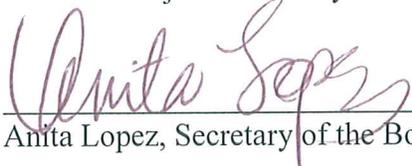
#### New Business

##### Clerk of Courts

Bernie Quilter mentioned that they have applied for and received a \$100,000 grant from the State Auditor for a feasibility study to look for ways to work together with Wood County to provide shared services to other counties that cannot afford imaging equipment. Lucas and Wood could contract with other counties to provide imaging for them at a cost savings. Feasibility study length is 90 days starting in January. Support may be needed for Onbase if they go forward with the project.

Congratulations were given to Jeanine Perry on her upcoming retirement.

Motion to adjourn made by Bernie Quilter, seconded by Jeanine Perry; motion carried.

  
Anita Lopez, Secretary of the Board

  
Cindy Waldmannstetter, Director, LCIS



**LUCAS COUNTY COMMON PLEAS COURT  
OFFICE OF THE COURT ADMINISTRATOR**

700 ADAMS STREET, SUITE 300  
TOLEDO, OHIO 43604-5678

Donald W. Colby  
Court Administrator

Telephone: (419) 213-4749  
Fax: (419) 213-4181

TO: Data Processing Board  
FROM: Don  
RE: Equipment Request  
DATE: January 7, 2013

I would like to purchase four (4) Ricoh copiers including the warranty from MT Business (see attached). One copier will be used in the Court Administrators office, the second copier is for the CPO/Magistrate office, the third copier for the Pretrial/Presentence office and the fourth copier is for the Work Release Department. This purchase has been approved by the Judges of the Lucas County Common Pleas Court. Funds are available for the purchase of this equipment and to be paid out of the Special Projects Fund 2900-8136-530100.

The estimated cost of the four (4) Ricoh copiers including warranty is \$30,584.80. The copiers will also have to be connected to the County network.

**MT Business-Purchase of Copier Equipment**

Court Administrator's Office

Ricoh Aficio 6002SP - 60ppm

CPO/Magistrate Office

Ricoh Aficio MP 4002SP - 40 ppm

Pretrial/Presentence-Booking

Ricoh Aficio MP 6002SP-60ppm

Work Release Department

Ricoh MP 4002SP - 40 ppm