

**LUCAS COUNTY DATA PROCESSING BOARD  
MEETING MINUTES**

Monday, January 13, 2014

**Voting Members Present:**

Anita Lopez, Auditor  
Dan DeAngelis, Board of Elections  
Phil Copeland, Recorder  
Eric Zatkan, Common Pleas Court Rep.  
Sharon Haupricht, Domestic Relations Court Rep.  
Wade Kapszukiewicz, Treasurer  
Bernie Quilter, Clerk of Courts  
Meghan Gallagher, Board of Elections  
Pete Gerken, Commissioner

**Attendees:**

Adam Hansen, Clerk of Courts Rep.  
Ursula Barrera-Richards, Auditor's Office  
Ron Heinold, LCIS  
George Webb, LCIS  
Keila Cosme, Auditor's Office  
Julie East, Recorder's Office  
Brittany Ford, Commissioner's Rep.  
Lila Shousher, Treasurer's Rep.

**Recording Secretary:**

Karen Schnitkey

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- Ursula Barrera-Richards called the meeting to order.
  - Ms. Richards called the roll of Board members. Pete Gerken made a motion to nominate Lucas County Auditor Anita Lopez to serve as the Board Secretary, seconded by Dan DeAngelis: motion carried.
  - Motion to approve the minutes of the December 5, 2013 meeting made by Wade Kapszukiewicz, seconded by Eric Zatkan; motion carried.

**Purchasing Requests**

No purchasing requests

**Old Business**

Tax Accounting Project

Ursula Richards reported that there are no new issues to report and several applications have gone live.

XP Computer Replacement Project

George Webb reported that elected officials have been contacted with details on the replacement policy approved by the DP Board in December. Forty percent of the computers to be replaced have been identified. Eric Zatkan asked how to address a department that doesn't have the ability to finance the pc/software replacement cost in their 2014 budget. Anita Lopez mentioned that if any agencies have a budgetary problem she will contact the Commissioner's office and they will work with the agency to find a resolution.

Lucas County Spending Website

No new updates at this time.

**New Business**

Commissioner Gerken asked that a sub-committee be formed to explore alternatives to the Groupwise email system. George Webb, Brittany Ford and Adam Hansen offered to sit on the sub-committee. Commissioner Gerken also asked that the county web site be reviewed for improvements.

Brittany Ford asked on behalf of Commissioner Contrada for a survey of software licenses and the date that they expire.

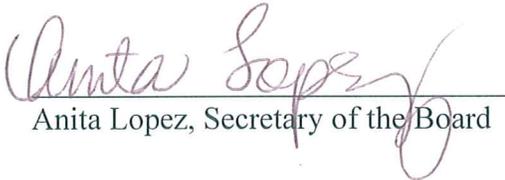
**Executive Session**

Bernie Quilter made a motion to enter into Executive Session for the purpose of discussing personnel issues, seconded by Anita Lopez. Yea – Lopez, Haupricht, Zatkan, Copeland, Gerken, Kapszukiewicz, Quilter, Gallagher, DeAngelis.

Commissioner Gerken made a motion to exit from executive session, seconded by Eric Zatkan. Yea - Lopez, Haupricht, Zatkan, Copeland, Gerken, Kapszukiewicz, Quilter, Gallagher, DeAngelis.

Motion to accept the personnel recommendation as presented made by Wade Kapszukiewicz, seconded by Commissioner Gerken; motion carried.

Motion to adjourn made by Bernie Quilter, Eric Zatkan seconded; motion carried.

  
Anita Lopez, Secretary of the Board

  
Cindy Waldmannstetter, Director, LCIS

KAS