

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday September 4, 2014

Voting Members Present:

Anita Lopez, Auditor
Jessica Ford, Recorder's Rep.
Lila Shousher, Treasurer's Rep.
Adam Hansen, Clerk Of Courts Rep.
Sharon Haupricht, Domestic Relations Court Rep.
Don Colby, Common Pleas Court Rep.
Brittany Ford, Commissioner's Rep.

Attendees:

George Webb, LCIS
Ron Heinold, LCIS
Kelleigh Decker, OMB
Mark Austin, Treasurer's Office
Jason Gears, LCIS

Recording Secretary:

Karen Schnitkey

- Jason Gears called the meeting to order.
- Motion to approve the minutes of the August 7, 2014 meeting made by Don Colby, seconded by Lila Shousher; motion carried.

Purchasing Requests

Domestic Relations Court

Sharon Haupricht presented a request to purchase two (2) JAVS audio only recording systems to be installed in the courtrooms of Judge Lewandowski and Judge Zimmelman. State contract pricing of \$21,867.08 per system is available. The total cost of the project not to exceed \$43,734.16. Funds are available in 4030-1750-C1064-530100. Motion to approve the purchase made by Don Colby, seconded by Lila Shousher, Sharon Haupricht abstained; motion passed.

Old Business

Tax Accounting Project

Lila Shousher reported that Tyler submitted a training schedule to go live with a tentative date of October 29, 2014. Treasurer doesn't have information in the system that they're able to test with processes at this time. Auditor Lopez stated that they don't plan for a full go live date until 2015. Both systems will be run simultaneously for a time for quality control purposes. The project is within budget.

New Business

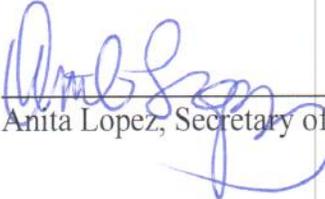
Jason Gears reported that he received a prosecutor's opinion regarding the Health Department's obligation to request IT purchasing approval from the DP Board. Health Department is not obligated to request DP Board approval for purchases, however the DP Board is not obligated to allow them access to the network. Jason will draft a Memorandum of Understanding with the Health Department pertaining to their IT purchasing requests and connectivity.

Motion to enter Executive session for the purpose discussing LCIS staffing made by Jessica Ford, seconded by Lila Shousher. Yea - Anita Lopez, Sharon Haupricht, Don Colby, Jessica Ford, Lila Shousher, Adam Hansen.

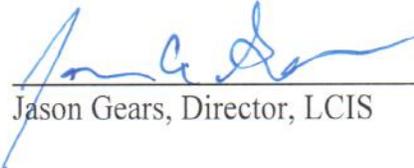
Motion to adjourn executive session make by Don Colby, seconded by Jessica Ford; motion carried.

There were no actionable items from executive session. Informational items are the appointment made by Anita Lopez of Jason Gears to the Director of LCIS and the successful completion Mike Swaile's probation for the Operations Team Lead position.

Motion to adjourn made by Lila Shousher, seconded by Brittany Ford; motion carried.



Anita Lopez, Secretary of the Board



Jason Gears, Director, LCIS

KAS