

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday, December 3, 2015

Voting Members Present:

Jason Gears, Auditor Rep.
Julie East, Recorder Rep.
Steven Spitler, Commissioner Rep.
Mark Austin, Treasurer Rep.
Sharon Raburn, Domestic Relations Ct. Rep.
Adam Hansen, Clerk of Courts Rep.
Eric Zatkan, Common Pleas Ct. Rep.

Attendees:

George Webb, LCIS
Ron Heinold, LCIS
Jim Molnar, Auditor Real Estate
Ed Feeney, Board of Elections
Lucy Dixon, Health Benefits

Recording Secretary:

Jody Balogh

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

Purchasing Requests

Auditor

Jason Gears presented a request on behalf of the Auditor to increase the Tyler Tax Accounting purchase order in the amount of \$219,208 to a new total contract amount of \$2,217,818. The increase is to cover additional development hours required for customization to the iasWorld system and iCare (AREIS) website. Funds are available in the Real Estate Assessment account 2030-0171-530700, the amendment will be presented to the Board of County Commissioners pending approval.

Mr. Zatkan made a motion to approve, seconded by Ms. Raburn, Mr. Gears abstained; motion approved.

Information Services

Jason Gears presented a request to purchase Solarwinds Server Application Monitor for \$24,995. This will allow for advanced monitoring of application performance and triggering an alert if the metrics return an unacceptable level. Funds are available from 1010-0160-530100. Mr. Gears made a second request to purchase a SMART Board flat panel monitor for use in the LCIS training lab. Cost is \$8,568.92 and funds are available in 1010-0160-515230.

Mr. Spitler made a motion to approve, seconded by Ms. East, Mr. Gears abstained; motion approved.

Health Benefits

Lucy Dixon presented a request to purchase a replacement copy machine in the amount of \$3,908.35. Funds are available in account 6040-3220-530100.

Motion to approve made by Ms. East, seconded by Mr. Gears; motion approved.

Old Business

Tax Accounting Project

Jim Molnar reported that they have moved production to the new tax accounting system with success. They are continuing to take suggestions for enhancements to the new web site. They have received many comments and suggestions from the general public and the majority of the feedback is positive. The Auditors department held several training sessions with area title companies. Additional training sessions continue to be offered as requested.

New Business

Mr. Gears handed out a schedule of dates for the DP Board meetings for the 2016 year.

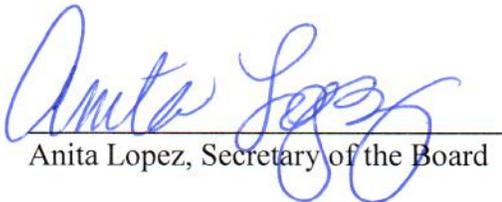
Executive Session

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, Mr. Zatko – Yea, Ms. East – Yea, Mr. Spitler – Yea, Mr. Austin – Yea, and Mr. Hansen – Yea.

Motion to exit executive session made by Ms. Raburn, seconded by Mr. Spitler.

Motion to hire Udaya Sharma and Lam Vu as Application Systems Analysts with a 120 day probationary period and a starting salary of \$47,840 annually increasing to \$49,920 annually after successful completion of the probationary period was made by Mr. Gears, seconded by Mr. Austin; motion carried.

Motion to adjourn made by Mr. Zatko, seconded by Mr. Hansen; motion approved.


Anita Lopez, Secretary of the Board


Jason Gears, Director, LCIS

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