

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday, August 4, 2016

Voting Members Present:

Jason Gears, Auditor Rep
Eric Zatkan, Common Pleas Court Rep.
Julie East, Recorder Rep.
Lila Shousher, Treasurer Rep.
Steven Spitler, Commissioner Rep.
Adam Hansen, Clerk of Courts Rep.

Attendees:

Ron Heinold, LCIS
Jeremy Burnat, LCIS

Recording Secretary:

Karen Schmitkey

- Jason Gears called the meeting to order.

- A correction to the date on the minutes of the July 2016 Board meeting was noted and will be made. Motion to approve the minutes of the July 7, 2016 meeting made by Ms. East, seconded by Mr. Hansen; motion carried.

Purchasing Requests

IJS

Mr. Zatkan presented a request on behalf of the Court of Common Pleas, Juvenile Division, to purchase one (1) Dell Latitude 7370 laptop computer, with a Dell dock with monitor stand and a Dell dock with 130 W adaptor to be used by JJC Deputy Court Administrator Kendra Kec. Cost is \$1875.00 and funds are available in 2281-1761-Q2501. The laptop has a 3 year warranty. Mr. Gears added that the Dell 7370 is an Ultrabook and will be added to the LCIS standard laptop list. Motion to approve the request made by Ms. Shousher, seconded by Mr. Gears; motion carried.

LCIS

Mr. Gears presented a request to purchase new Dell servers and licensing to upgrade our Enterprise VMware server environment. This will augment existing equipment to add performance and capacity. Cost is \$78,442.24 for Dell PowerEdge servers and required licenses. Funds are available in Capital Improvement account 4030-1750-C1088 and 4030-1750-C1075. Motion to approve the request made by Mr. Zatkan, seconded by Mr. Spitler, Mr. Gears abstained; motion carried.

Prosecutor

Mr. Hansen presented a request on behalf of the Prosecutor to purchase a Dell Precision 15 5000 laptop for use by the Civil Division attorneys. The laptop provides two hard drives, allowing storage for video files and records, touch screen capabilities, Windows 10 operating system and an extended battery life. Funds are available in the Law Enforcement Trust Fund. Motion to approve the request made by Mr. Zatkan, seconded by Ms. East; motion carried.

Old Business

Case Management System

Mr. Zatzko reported that two switches have been installed at Juvenile Court providing a noticed increase on backup speeds. They are still working on eFiling, which is still within the timeframe of the project. Training is scheduled with the vendor and staff in August. They are preparing for requirements matching with DR Court, Sheriff and General Division.

County Email

Mr. Gears reported that they are continuing with migration of all email from Novell servers to Windows servers. Once migration is complete they will review sizing and costs.

County Web Site

Ms. Schnitkey reported that they're continuing with web page and user cleanup. The upgrade and renewal contract was approved by the County Prosecutors office and has been sent to CivicPlus for sign off. LCIS was successful in negotiating a substantial cost savings over several years.

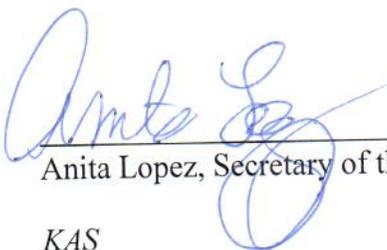
New Business

ERP Steering Committee Update

ERP Steering Committee has been meeting over the past year and has chosen to upgrade into a new PeopleSoft environment. Cost estimates and a presentation have been prepared and sent to the County Administrator for budget commitment. The first phase would be to upgrade the financial system and the second phase is to upgrade the HCM system. They're working on the RFP to include an on premise proposal and a cloud based proposal. Cloud based solutions are typically more expensive on an operating budget over 5-6 years while an on premise solution is more expensive on the front end but less expensive ongoing. The timeframe is an eight to ten month commitment of staff and resources to implement the project. Mr. Gears continues to answer questions from the Administrator and wait for a commitment on budget.

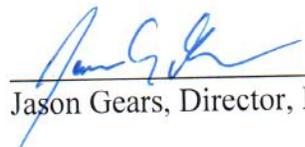
Ms. Shousher asked for an update on the CivicHR request from Human Resources. Mr. Gears mentioned that several contingency items that were requested by the Board have not been met and are being addressed.

Ms. Shousher made a motion to adjourn, seconded by Mr. Zatzko; motion approved.



Anita Lopez, Secretary of the Board

KAS



Jason Gears, Director, LCIS