

**LUCAS COUNTY DATA PROCESSING BOARD
MEETING MINUTES**

Thursday, October 6, 2016

Voting Members Present:

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

Attendees:

Ron Heinold, LCIS
Jeremy Burnat, LCIS
Jason Hill, Court of Appeals

Recording Secretary:

Karen Schnitkey

- Jason Gears called the meeting to order.
- Motion to approve the minutes of the September 1, 2016 minutes made by Ms. Shousher, seconded by Ms. East; motion carried.

Purchasing Requests

Court of Appeals

Mr. Hill presented a request to upgrade the courts network infrastructure with the replacement of two network switches and to install wireless internet throughout the courthouse at One Constitution Avenue. Cost is \$16,672.03 and funds are available in the Court of Appeals budget equipment fund 1010-5115-530100. Motion to approve the request made by Ms. Rayburn, seconded by Mr. Zatzko; motion carried.

Old Business

Case Management System

Mr. Zatzko reported that they worked on requirements gathering and met with Courtview staff. The Governance Board met in September to review the revised project plan and it's expected to be approved soon.

County Email

Mr. Gears reported that they are planning Groupwise upgrades, these are on hold pending the election. They're also planning to schedule the Dell DPAC analysis for the supporting hardware.

County Web Site

Ms. Schnitkey reported that the web site group met in September and reviewed various options for new functions and designs for the county web site. Information was submitted to CivicPlus who will begin the redesign process. After we receive the preliminary designs the group will review and make any adjustments as needed. We reached out to area organizations and received updated photos and information that can be used for the new design. Mr. Zatzko asked if we have a list of issues that were brought up about the current web site so that we can make sure they've been addressed. The general

request was to update the site due to it being outdated. Representatives from all DP Board members are invited to every web meeting to provide input.

New Business

There was no new business.

Mr. Hansen made a motion to enter Executive Session for the purpose of discussing LCIS staffing, seconded by Mr. Zatko. Roll was called as follows: Mr. Gears – Yea, Ms. Raburn – Yea, Mr. Zatko – Yea, Ms. East – Yea, Mr. Spitler – Yea, Ms. Shousher – Yea, Mr. Hansen – Yea.

Mr. Zatko made a motion to exit Executive Session, seconded by Mr. Spitler; motion carried.

Mr. Spitler made a motion to hire Bruce Stykemain as Operations Systems Analyst with a salary of \$42,640, seconded by Ms. Shousher; motion carried.

Mr. Zatko made a motion to hire Kevin King as Network Technician with a salary of \$43,680, seconded by Ms. Raburn; motion carried

Mr. Spitler made a motion to adjourn, seconded by Mr. Hansen; motion approved.



Anita Lopez, Secretary of the Board



Jason Gears, Director, LCIS

KAS