

# Franklin County Automatic Data Processing Board

**Michael Stinziano, Secretary/Chief Administrator**

Cheryl Brooks Sullivan ♦ Chris Brown ♦ Daniel J. O'Connor, Jr  
John O'Grady ♦ Maryellen O'Shaughnessy ♦ Antone White ♦ David R. Payne

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**To:** The Honorable Michael Stinziano, Secretary/Administrator  
Franklin County Data Processing Board

**From:** Adam Frumkin, Chief Information Officer  
Franklin County Data Center

**Date:** February 02, 2024

**Subject:** Agenda for the Monday, February 05, 2024, Data Processing Board Meeting

The proposed agenda for the Monday, February 05, 2024, Franklin County Automatic Data Processing Board meeting is attached for your review. The meeting will be held in the Olympus Room (FCDC Auditorium) on the 9<sup>th</sup> floor of the Franklin County Courthouse, 373 S. High Street, Columbus, Ohio 43215.

**The Board will reconvene in a Regular Session at 9:00 A.M.**

AN AGENDA WILL BE PROVIDED TO YOU AT THE MEETING.

**Cc:** The Honorable Cheryl Brooks Sullivan, Member, Franklin County Treasurer  
The Honorable Chris Brown, Member, Franklin County Court of Common Pleas  
The Honorable Daniel J. O'Connor Jr., Member, Franklin County Recorder  
The Honorable John O'Grady, Member, Franklin County Board of Commissioners  
The Honorable Maryellen O'Shaughnessy, Member, Franklin County Clerk of Courts  
The Honorable Antone White, Member, Franklin County Board of Elections  
Mr. David R. Payne, Member, Franklin County Board of Elections

Jo Ellen Cline, Delegate, Franklin County Auditor  
Gary Dwyer, Delegate, Franklin County Auditor  
Shawn Dunlavy, Delegate, Franklin County Auditor  
Susan Bedsole, Delegate, Franklin County Common Pleas Court  
Andrew Byerly, Delegate, Franklin County Common Pleas Court  
Adam Luckhaupt, Delegate, Franklin County Clerk of Courts  
Sharlene Chance, Delegate, Franklin County Clerk of Courts  
Angela Mathews, Delegate, Franklin County Clerk of Courts  
Zak Talarek, Delegate, Franklin County Board of Commissioners  
Juan Torres, Delegate, Franklin County Board of Commissioners  
C. Chris Cupples, Delegate, Franklin County Recorder  
Robert Hinton, Delegate, Franklin County Recorder  
Dusten Kohlhorst, Delegate, Franklin County Treasurer  
Lilly Tesfai, Delegate, Franklin County Treasurer  
Orvell Johns, Delegate, Franklin County Treasurer  
Victoria Troy, Delegate, Franklin County Treasurer  
Steven Bulen, Delegate, Franklin County Board of Elections  
Erin M. Gibbons, Delegate, Franklin County Board of Elections  
Jeff Gatwood, Delegate, Franklin County Board of Elections

# AGENDA-Automatic Data Processing Board Meeting, February 05, 2024

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## 9:00 A.M. Convene in Regular Session

- **Call to Order**
- **Pledge of Allegiance**
- **Secretary's Comments**
- **Approve or amend the Minutes of January 08, 2024, Regular Data Board Meeting**
- **New Business**

— **Resolution No. 24-017 Franklin County Technical Equipment Salvage**

— **Resolution No. 24-018 Franklin County Child Support Enforcement Agency – 2024 Baseline Procurement and Annual Renewal**

— **Resolution No. 24-019 Franklin County Auditor's Office – Just Appraised**

— **Resolution No. 24-020 Franklin County Sheriff's Office – Sheriff Patrol Vehicle Toughbook/MDT Replacements**

— **Resolution No. 24-021 Franklin County Purchasing Department – Plate Maker Replacement**

## Motion to Hold an Executive Session for the purpose of discussing Personnel Matters

As authorized by O. R. C. Section 121.22, Division (G)(1)

- **Second, the Motion to Hold an Executive Session**  
Roll call vote (requires a majority of the quorum)
- **Move to Executive Session**
- **Executive Session**

— Resolution No. 24-022 Personnel Action – Promotion – Enterprise Information Security Manager

— Resolution No. 24-023 Personnel Action – Promotion – Enterprise Security Engineer 1

— Resolution No. 24-024 Personnel Action – Backfill – UX Business Analyst 1

- **Motion to Adjourn the Executive Session**  
Roll call vote (requires a majority of the quorum)

## Reconvene in Special Session

- **Resolution No. 24-022 Personnel Action – Promotion – Enterprise Information Security Manager**
- **Resolution No. 24-023 Personnel Action – Promotion – Enterprise Security Engineer 1**
- **Resolution No. 24-024 Personnel Action – Backfill – UX Business Analyst 1**

**Other Business**

**Adjourn**

**FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD**

**Minutes of the January 08, 2024, Regular Board Meeting**

Date Approved: February 05, 2024



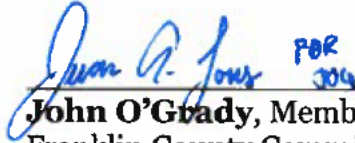
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor



**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas



**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts



**John O'Grady**, Member  
Franklin County Commissioner



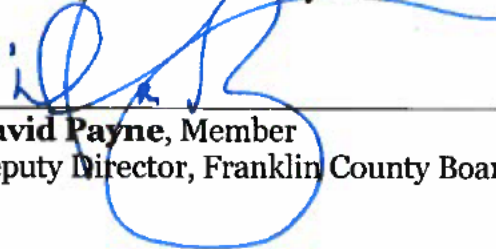
**Daniel J. O'Connor Jr.**, Member  
Franklin County Recorder



**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer



**Antone White**, Member  
Director, Franklin County Board of Elections



**David Payne**, Member  
Deputy Director, Franklin County Board of Elections

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**FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD**

- - -

**Regular Board Meeting**

- - -

**Proceedings**

**Held at 373 South High Street, Olympus, 9th  
Floor, Columbus, Ohio, called at  
9:00 a.m., on Monday, January 8, 2024.**

- - -

***Higgins & Associates  
4889 Sinclair Road, Suite 102  
Columbus, OH 43229-5433  
\*614.985.DEPO (3376) \*888.244.1211***

## 1 BOARD MEMBERS:

2 The Honorable Michael Stinziano, Franklin County  
Auditor, Secretary/Administrator, FCADPB3  
4 The Honorable Chris Brown, Member, Franklin County  
Court of Common Pleas5 The Honorable Maryellen O'Shaughnessy, Member,  
Franklin County Clerk of Courts6  
7 The Honorable Daniel J. O'Connor, Jr., Member,  
Franklin County Recorder8 The Honorable Antone White, Member, Franklin County  
Board of Elections9  
10 Mr. David R. Payne, Member, Franklin County Board  
of Elections11 Mr. Juan Torres, Delegate, Franklin County Board of  
Commissioners12  
13 Mr. Dusten Kohlhorst, Delegate, Franklin County  
Treasurer

14

## 15 ALSO PRESENT:

16 Mr. Adam Frumkin, Chief Information Officer

Ms. Julie Lust, Chief Financial Officer

17 Ms. Kassy Franz, Chief People Officer

18 Ms. Nikki Milburn, Chief Information Security  
Officer

Mr. John Proffitt, Chief Digital Officer

19 Mr. Trevor Cansler, Chief Technology Officer

20 Ms. Mary Ann Brooks, Executive Administrative  
Assistant21 Ms. Jeanine Hummer, Assistant Prosecuting Attorney,  
Franklin County Prosecutor's Office

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23

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**AGENDA**

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Morning Session

January 8, 2024

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CALL TO ORDER

- - -

SECRETARY STINZIANO: Welcome to the January 8, 2024 Automatic Data Processing Board meeting. We will call the meeting to order.

And we will begin with the Pledge of Allegiance, if the Clerk wouldn't mind leading us in the Pledge.

(Pledge of Allegiance.)

SECRETARY STINZIANO: Thank you all. Good morning. Happy New Year. Busy, busy January. We do want to welcome our new board member, Judge Chris Brown. Improved the height of the Data Center basketball team. I appreciate that.

We will begin with Secretary comments, and I will turn it over to Adam.

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SECRETARY COMMENTS

- - -

MR. FRUMKIN: Good morning. And welcome, Data Board members and delegates. And I



1 hope that each of you had a good weekend and a  
2 wonderful holiday season. And welcome to 2024.  
3 Another year for the Data Center to service you as  
4 our partners, to continue to explore new and  
5 innovative technology, and to help each of you and  
6 our residents to experience better service.

7           The Franklin County Data Center's  
8 Delivery Services team executed 24 projects in 2023  
9 to completion. Going into the new year, we've  
10 identified over 60 projects requested from  
11 different partner agencies, in addition to the 40  
12 that are currently in progress. We will be working  
13 with teams to determine priorities and resource  
14 capacity planning to ensure we can meet our  
15 partners' needs in the best way possible this  
16 coming year.

17           As a project note, as of today, the  
18 345 South High Wi-Fi is looking at a cutover date  
19 of either Thursday, January 18th or Friday,  
20 January 19th. This will likely happen outside of  
21 normal court business hours.

22           All of the Access Points, with the  
23 exception of the one at the end of the tunnel, have  
24 been online, though not broadcasting any new Wi-Fi

1 for a couple of weeks. The tunnel AP should be  
2 online this week, now that we've received the fiber  
3 patch cables that we needed to complete that  
4 completion.

5 The final known hurdle that the  
6 Courts have been working on is testing their docket  
7 boards. They are outside of the courtroom that run  
8 on the new Wi-Fi. User management automation  
9 continues to move forward with the infrastructure  
10 complete and connection to the Microsoft  
11 environment. The solution is currently being used  
12 by the security team to complete current access  
13 requests. The team is currently configuring the  
14 solution for the first role-based access control  
15 agency for testing with target late this month. If  
16 all goes well, then it will be in full production  
17 by the end of February.

18 The evaluation of antivirus  
19 solutions continues and should be completed by the  
20 end of February. A decision will be made on either  
21 remaining with the current solution with additional  
22 modules or moving to the new solution. The  
23 decision will be based on how well the solutions  
24 meet the needs of the county and enable forward

1 progression and data further enables our zero trust  
2 journey.

3                   Some of our metrics, the security  
4 awareness training completion rate was  
5 75.25 percent in December. January will end the  
6 year, and we will launch 2024 training in February  
7 as normal.

8                   Microsoft is the first line of  
9 e-mail defense. December was less active with  
10 25,505 phishing attempts blocked, and 482 malware  
11 attempts that were blocked. A total of almost  
12 26,000 bad-actor attempts were prevented.  
13 December 14th was a very popular day for malware.  
14 And one malware campaign was sent to 329 people in  
15 the county. The secondary and more sophisticated  
16 solution blocked an additional 387 attempts. This  
17 is down from last month, but something worth noting  
18 is that credential phishing is still the most  
19 common attack type, with name impersonation being  
20 the top strategy that was utilized.

21                   Patching in December was a little  
22 different due to the holidays, 3,387 endpoints were  
23 patched successfully with an average completion  
24 time of 14.3 days, and production servers were

1 patched last week due to the holiday schedule.  
2 December had six new requests that required Vendor  
3 Risk Assessments. And vulnerability management  
4 program continues to move forward. 10 servers were  
5 remediated, 63 critical and 69 high  
6 vulnerabilities. A vulnerability scan of endpoints  
7 was performed against one of the largest agencies  
8 during the month, and the team will be working on  
9 remediation efforts after the January patches are  
10 applied. Many of the vulnerabilities are related  
11 to third-party applications that we run.

12 With that, I would like to turn this  
13 over to Nikki to discuss the next pillar of our  
14 cybersecurity strategy.

15 MS. MILBURN: So this is kind of the  
16 last pillar that we will be discussing in zero  
17 trust is the application pillar. As we have gone  
18 through the other four, this is the fifth. Next  
19 month we will start talking about the crossheads  
20 that fall into each of those pillars.

21 So the application pillar, think of  
22 like the system solutions you use, whether they're  
23 at home, PRIM, or they're hosted in the cloud.  
24 That is the goal is to protect those. Ways we can

1 do it is authentication. How are they accessing  
2 this. Are they doing single sign-on, is it  
3 MFA-enabled, is it not MFA-enabled. So we look at  
4 it from that aspect. But we also look at it from  
5 accessibility. Is it internally facing, is it  
6 externally facing, is it a hybrid, where there's a  
7 component of it that is available on the web in  
8 general. And then the admin side of it is only  
9 available once you've gone through VPN or you're on  
10 PRIM, on network. Is that the only way to get to  
11 the admin side. So we're really looking at the  
12 applications and kind of dividing it up of what can  
13 I do and what is available to me. If the data is  
14 all externally facing and there's some senses  
15 there, you have to log in, let's talk about the  
16 other controls we can put in place for it.

17           Logging. Do I have get the right  
18 logging coming into our STEM solution to know what  
19 that looks like for this application. What would  
20 it look like if somebody was trying to attack it?  
21 Would that be a failed authentication attempt, or  
22 is there a large data amount leaving that  
23 application. That would make me think somebody is  
24 trying to do an exfiltration of our database, if I

1 see a lot of data moving out. So we're looking at  
2 what is the log-in, how are they accessing it, what  
3 authentication are they using.

4 Kind of recently, something that  
5 kind of came to fruition, there was a vulnerability  
6 for a web application platform, where you're  
7 actually doing your development. This came about  
8 in December. It offered us the opportunity to  
9 change our mindset and really look at that platform  
10 and say, okay, what do we need to be externally  
11 facing, what can be internally facing, and how do  
12 we make that shift. So we paired up with the  
13 partners that were impacted, discussed the apps  
14 that they had, some of them were required  
15 completely because they no longer needed it. But  
16 it was still there and still external. There were  
17 alternatives that were available within their own  
18 agency. Other ones we needed internal facing only,  
19 because there was no reason for the external  
20 facing. But it provided us that opportunity to  
21 have a conversation of what do we actually need and  
22 what are the next steps. We did remediate all but  
23 one of those so far. The other one is on the  
24 docket for remediation and strategy. So we were

1 able to move pretty quickly. Part of what helped  
2 with this, we knew what was in the environment.

3 But as we are going through doing  
4 the vendor risk assessment for new applications  
5 coming in, existing applications that are built, we  
6 actually log what they are, and track it through  
7 our vendor risk solution to know what is our  
8 impact. So when that zero day comes out, we have a  
9 repository we can look in and say, oh, here's all  
10 of those applications. We can use our other tool  
11 set that we're using to patch and do vulnerability  
12 management on the endpoints. We can see what's  
13 installed. So we know what is our risk, if we are  
14 okay with it, how big is it, what is the likelihood  
15 of exploit, and how quickly can we remediate. A  
16 lot of that centers around the application storage.  
17 So those were impacted. I appreciate the  
18 cooperation on that most recent one to reduce the  
19 risk to the county. Because I know it was not a  
20 minor lift for some of the agencies; so I  
21 absolutely appreciate that.

22 That's it.

23 MR. FRUMKIN: Thank you, Nikki.

24 Any questions for Nikki?

1           If not, I'll transition to Julie for  
2 the financials.

3           MS. LUST: Thank you.

4           If you go all the way to the very  
5 end of the agenda, you will find both 2023 and 2024  
6 financials. In 2023, we did have 1.4 million  
7 dollars less in revenue than we originally  
8 anticipated. We did revise how we are doing  
9 chargebacks for core services this year. And for  
10 all of the agencies or programs within an agency  
11 that received monthly bills in the past, you will  
12 no longer receive those invoices. Instead, on  
13 January 18th, you will receive a letter letting you  
14 know about a one-time journal entry that will  
15 happen at the end of January. When you receive  
16 those letters, if anybody does have a question,  
17 please feel free to reach out to me. But that's a  
18 small portion of our agencies and programs.

19           I know you're looking at me, David.  
20 That's because you guys are not invoiced. So  
21 that's why that doesn't make sense to you.

22           Our expenses were well managed. We  
23 returned 535,000 dollars. Of that 535,000 most of  
24 it were incumbrances for contractors and technology



1 services during the month of December that we then  
2 pay in January. We only had about 80,000 dollars  
3 in invoices carryover to 2024. Which is a huge  
4 success, and we're real proud of that.

5 Also listed in the agenda are our  
6 2024 revenue estimates and expenses for this year.  
7 We have a revenue estimate of four million dollars  
8 and expenses of 22.9 million dollars. We would  
9 like to thank both Juan Torres and Zak Talarek for  
10 their assistance during the budgeting process.  
11 They're always wonderful to work with, and we  
12 appreciate that.

13 We've also included in this  
14 reporting a list of any resolutions that are  
15 brought to you that do not exceed dollar amounts  
16 for the Data Center. And that's something we've  
17 done for several years, just to let you know where  
18 we're at within those resolutions. But we've added  
19 an additional page which will show you each month  
20 what Data Board approvals the Data Center has given  
21 out on your behalf. As you guys remember, last  
22 month you passed Resolution 23-150, where you gave  
23 the Data Center the ability to approve on your  
24 behalf any procurements up to 100,000 dollars. So

1 we will list those out for you so that you can see  
2 what's been approved on your behalf.

3 Pending any questions, that  
4 completes the financial update.

5 MR. FRUMKIN: Barring any questions  
6 or comments, thank all of you for your support. If  
7 not, I defer back to Auditor Stinziano and wish all  
8 of you a great and wonderful week and month.

9 SECRETARY STINZIANO: Thank you for  
10 the updates.

11 Are there any questions or comments  
12 from members of the Board?

13 - - -

14 APPROVAL OF MINUTES

15 - - -

16 SECRETARY STINZIANO: Hearing no  
17 further review, we will move to approving the  
18 meeting minutes from the December 4th, 2023 regular  
19 board meeting.

20 Are there any amendments or  
21 corrections?

22 Hearing none, I would like to seek a  
23 motions for approval.

24 CLERK O'SHAUGHNESSY: I so move.

1 MR. KOHLHORST: Second.

2 SECRETARY STINZIANO: It's been  
3 moved and seconded. All those in favor, please  
4 signify by voting aye.

5 Same sign for any opposition.

6 And any abstentions.

7 JUDGE BROWN: Abstain just because  
8 I'm new.

9 SECRETARY STINZIANO: Abstention  
10 noted. Resolution passed.

11 (Vote taken; motion passed)

12 - - -

13 NEW BUSINESS

14 RESOLUTION NO. 24-001

15 - - -

16 SECRETARY STINZIANO: We will now  
17 move to new business. First is Resolution 24-001,  
18 Franklin County Technical Equipment Salvage.

19 MS. LUST: Thank you.

20 And this is equipment that we've  
21 deemed has reached end-of-life. There's nothing  
22 unusual on this list.

23 So pending any questions, I  
24 respectfully request your approval of this

1 resolution.

2 SECRETARY STINZIANO: Thank you for  
3 the quick presentation.

4 Are there any questions or comments?

5 Seeing no further review, I'd like  
6 to seek a motion for approval.

7 MR. KOHLHORST: So moved.

8 CLERK O'SHAUGHNESSY: Second.

9 SECRETARY STINZIANO: It's been  
10 moved and seconded. All those in favor, please  
11 signify by voting aye.

12 Same sign for any opposition.

13 And any abstention.

14 Resolution is approved.

15 (Vote taken; motion passed)

16 - - -

17 RESOLUTION NO. 24-002

18 - - -

19 SECRETARY STINZIANO: Next is  
20 Resolution 24-002, Franklin County Public  
21 Defender's Office 2024 Baseline Procurement and  
22 Annual Renewal.

23 MS. CLARIZIO: Good morning  
24 everyone. Christine Clarizio representing the

1 Franklin County Public Defender's Office.

2 I'm seeking approval for our  
3 baseline and ongoing technology budget items to  
4 ensure that we can continue providing comprehensive  
5 legal representation services in the criminal,  
6 juvenile, custody proceedings to indigent persons  
7 in Franklin County so as to fulfill the  
8 Constitutional mandates of equal justice under the  
9 law. We will bring any new technology under a  
10 separate resolution later in 2024.

11 Pending any questions, I  
12 respectfully request your approval of Resolution  
13 24-002 in the amount of 612,596 dollars.

14 SECRETARY STINZIANO: Thank you for  
15 the presentation.

16 Are there any questions or comments  
17 from members of the Board?

18 Seeing no further review, I'd like  
19 to seek a motion for approval.

20 CLERK O'SHAUGHNESSY: I so move.

21 DIRECTOR WHITE: Second.

22 SECRETARY STINZIANO: It's been  
23 moved and seconded. All those in favor, please  
24 signify by voting aye.

1 Same sign for any opposition.  
2 And any abstentions.  
3 Resolution is approved.  
4 (Vote taken; motion passed)

5 - - -

6 RESOLUTION NO. 24-003

7 - - -

8 SECRETARY STINZIANO: Next is  
9 Resolution 24-003, Franklin County Auditor's Office  
10 2024 Baseline Procurement and Annual Renewal.

11 MR. JACKSON: Good morning. Happy  
12 New Year. I stand before you, I'm Matthew Jackson,  
13 Deputy Financial Officer for the Franklin County  
14 Auditor's Office.

15 I'm seeking your approval on the  
16 Auditor's office's baseline budget for 2024. These  
17 recurring expenditures paired with our 2024 IT  
18 budget allow our office to maintain our current  
19 level of services for the residents and businesses  
20 of Franklin County. And they also allow us to,  
21 with the approved budget, expand those IT  
22 expenditures. Our statutory mandate to administer  
23 the real estate tax, ensure equitable valuation of  
24 property, act as the fiscal agent of Franklin

1 County government, and facilitate business and dog  
2 licenses. These are only possible through these  
3 expenditures and the budget approved prior by the  
4 Board of Commissioners.

5 Pending any questions, I seek your  
6 approval for Resolution 24-003.

7 SECRETARY STINZIANO: Thank you,  
8 Mr. Jackson.

9 Are there any questions or comments?  
10 Hearing no further review, I'd like  
11 to seek a motion for approval.

12 RECORDER O'CONNOR: So move.

13 CLERK O'SHAUGHNESSY: Second.

14 SECRETARY STINZIANO: It's been  
15 moved and seconded. All those in favor, please  
16 signify by voting aye.

17 Same sign for any opposition.

18 And any abstentions.

19 The Auditor's office will abstain.

20 Resolution is approved.

21 (Vote taken; motion passed)

22 - - -

23 RESOLUTION NO. 24-004

24 - - -

1                   SECRETARY STINZIANO: Next is  
2 Resolution 24-004, Alcohol Drug and Mental Health  
3 of Franklin County 2024 Baseline Procurement Annual  
4 Renewal.

5                   MR. HAUDENSCHILD: Good morning. My  
6 name is Michael Haudenschild, I'm the Senior  
7 Director of Information Technology for Franklin  
8 County ADAMH Board. I'm here this morning to  
9 request Data Board's approval of Resolution 24-004,  
10 ADAMH 2024 baseline procurement and annual renewal.  
11 This resolution authorizes the continuation of our  
12 core ongoing software services that allow us to  
13 find, plan and evaluate our community's mental and  
14 behavioral healthcare services. We will have  
15 additional procurement requests for new projects  
16 presented to this board throughout the year.

17                   Pending any questions, I  
18 respectfully ask for your approval of Resolution  
19 24-004 in the amount of 1.18 million dollars.

20                   Thank you.

21                   SECRETARY STINZIANO: Thank you for  
22 the presentation.

23                   Are there any questions or comments  
24 from members of the Board?



1                   Hearing no further review, I would  
2 like to seek a motion for approval.

3                   CLERK O'SHAUGHNESSY: I so move.

4                   MR. KOHLHORST: Second.

5                   SECRETARY STINZIANO: It's been  
6 moved and seconded. All those in favor, please  
7 signify by voting aye.

8                   Same sign for any opposition.

9                   And any abstentions.

10                  Resolution is approved.

11                  (Vote taken; motion passed)

12                                   - - -

13                  RESOLUTION NO. 24-005

14                                   - - -

15                  SECRETARY STINZIANO: Next is  
16 Resolution 24-005, Franklin County Emergency  
17 Management and Homeland Security 2024 Baseline  
18 Procurement and Annual Renewal.

19                  MR. SMITH: Hello everyone. Carter  
20 Smith, IT Manager for Franklin County Emergency  
21 Management and Homeland Security.

22                                   I'm here today to seek your approval  
23 for our baseline budget items for 2024. This will  
24 allow us to maintain our current level of service

1 for all of our customers and clients.

2 Pending any questions, I'm seeking  
3 your approval for Resolution 24-005 in the amount  
4 of 687,124 dollars.

5 Thank you.

6 SECRETARY STINZIANO: Thank you for  
7 the presentation.

8 Are there any questions or comments?

9 Seeing none, I would like to seek a  
10 motion for approval.

11 CLERK O'SHAUGHNESSY: I so move.

12 RECORDER O'CONNOR: Second.

13 SECRETARY STINZIANO: It's been  
14 moved and seconded. All those in favor, please  
15 signify by voting aye.

16 Same sign for any opposition.

17 And any abstentions.

18 Resolution is approved.

19 (Vote taken; motion passed)

20 - - -

21 RESOLUTION NO. 24-006

22 - - -

23 SECRETARY STINZIANO: Next is

24 Resolution 24-006, Franklin County Office on Aging

1 2024 Baseline Procurement and Annual Renewal.

2 MR. HARVEY: Good morning everyone.  
3 I'm Jahi Harvey, Deputy Director of Information  
4 Technology for Franklin County's Office on Aging.

5 Today I'm seeking approval for our  
6 baseline budget items to ensure we can maintain our  
7 current level of service to our constituents. The  
8 Franklin County Office on Aging is primarily  
9 responsible for the planning, coordinating and  
10 providing centralized access to diverse services  
11 and programs that assist older adults, dependent  
12 adults and their families in the maintenance of  
13 independent living.

14 Pending any questions, I  
15 respectfully request your approval of Resolution  
16 24-006.

17 SECRETARY STINZIANO: Thank you for  
18 your presentation.

19 Are there any questions or comments  
20 from any members of the Board?

21 Seeing no further review, I would  
22 like to seek a motion for approval.

23 CLERK O'SHAUGHNESSY: I so move.

24 DIRECTOR WHITE: Second.

1                   SECRETARY STINZIANO: It's been  
2 moved and seconded. All those in favor, please  
3 signify by voting aye.

4                   Same sign for any opposition.

5                   And any abstentions.

6                   MR. TORRES: Board of Commissioners  
7 abstains.

8                   SECRETARY STINZIANO: Abstention  
9 noted. Resolution is approved.

10                   (Vote taken; motion passed)

11                   - - -

12                   RESOLUTION NO. 24-007

13                   - - -

14                   SECRETARY STINZIANO: Next is  
15 Resolution 24-007, Franklin County Veteran Service  
16 Commission 2024 Baseline Procurement and Annual  
17 Renewal.

18                   MS. CLINE: Good morning. I'm  
19 Angela Cline, Assistant Director of Administration.  
20 And with me today is Nicole McCabe, she's our  
21 Administration Manager.

22                   We're here today on behalf of the  
23 Veteran's Service Commission. We are seeking  
24 approval of our baseline budget items to ensure we

1 are able to maintain our current level of services  
2 to our board members, our staff and Franklin County  
3 veterans.

4 Pending any questions, I ask for  
5 your approval of Resolution 24-007.

6 SECRETARY STINZIANO: Thank you for  
7 your presentation.

8 Are there any questions or comments?

9 Hearing no further review, I'd like  
10 to seek a motion for approval.

11 DEPUTY DIRECTOR PAYNE: Motion for  
12 approval.

13 CLERK O'SHAUGHNESSY: Second.

14 SECRETARY STINZIANO: It's been  
15 moved, and seconded by the Clerk. All those in  
16 favor, please signify by voting aye.

17 Same sign for any opposition.

18 And any abstentions.

19 Resolution is approved.

20 (Vote taken; motion passed)

21 - - -

22 RESOLUTION NO. 24-008

23 - - -

24 SECRETARY STINZIANO: Next is

1 Resolution 24-008, Franklin County Treasurer's  
2 Office 2024 Baseline Procurement and Annual  
3 Renewal.

4 MR. KOHLHORST: Good morning. I'm  
5 Dusten Kohlhorst, I'm the IT Director for the  
6 Franklin County Treasurer's Office.

7 Today I'm seeking approval for our  
8 baseline budget items to ensure that we can  
9 continue to maintain our current level of service  
10 to our customers and our constituents.  
11 Procurements associated with new projects or  
12 technology will be presented under separate  
13 resolutions.

14 Pending any questions, I ask for  
15 your approval for Resolution 24-008.

16 SECRETARY STINZIANO: Thank you for  
17 your presentation.

18 Are there any questions or comments?

19 SECRETARY STINZIANO: Hearing no  
20 further review, other than audible clapping, is  
21 there a motion for approval?

22 CLERK O'SHAUGHNESSY: I so move.

23 RECORDER O'CONNOR: Second.

24 SECRETARY STINZIANO: It's been

1 moved and seconded. All those in favor, please  
2 signify by voting aye.

3 Same sign for any opposition.

4 And any abstentions.

5 MR. KOHLHORST: Treasurer's office  
6 abstains.

7 SECRETARY STINZIANO: Abstention  
8 noted. Resolution is approved.

9 (Vote taken; motion passed)

10 - - -

11 RESOLUTION NO. 24-009

12 - - -

13 SECRETARY STINZIANO: Next is  
14 Resolution 24-009, Franklin County Recorder's  
15 Office 2024 Baseline Procurement and Annual  
16 Renewal.

17 Rob, unfortunately, the bar has been  
18 set for you.

19 MR. HINTON: I'm Robert Hinton, the  
20 IT Director for the Recorder's Office.

21 I'm here to request approval for our  
22 baseline budget items that will ensure that we can  
23 maintain our system and services that allow our  
24 residents of Franklin County to search our public

1 records. And also for us to be able to make  
2 permanent records on microfilm for all county  
3 agencies.

4 Pending any questions, I request  
5 your approval for approval.

6 SECRETARY STINZIANO: Thank you for  
7 your presentation.

8 Hearing no questions or further  
9 review, is there a motion for approval?

10 DIRECTOR WHITE: So move.

11 CLERK O'SHAUGHNESSY: Second.

12 SECRETARY STINZIANO: It's been  
13 moved and seconded. All those in favor, please  
14 signify by voting aye.

15 Same sign for any opposition.

16 And any abstentions.

17 RECORDER O'CONNOR: Recorder's  
18 office abstains.

19 SECRETARY STINZIANO: Abstention is  
20 noted. Resolution is approved.

21 (Vote taken; motion passed)

22 - - -

23 RESOLUTION NO. 24-010

24 - - -



1                   SECRETARY STINZIANO: Next is  
2 Resolution 24-010, Franklin County Sheriff's Office  
3 Mobile Biometric Check Application.

4                   MR. CROWTHER: Good morning. Shanon  
5 Crowther, Director of IT for the Sheriff's Office.

6                   This resolution is for the purchase  
7 and implementation of the biometric check  
8 application that will allow deputies in the field  
9 to be able to use cellular devices to capture  
10 fingerprints of individuals and then search them  
11 against the local AFIS database. And it will allow  
12 for a quicker, more efficient way to capture  
13 individual fingerprints and perform a search to  
14 identify those individuals in the field. This is  
15 an add-on to the Sheriff's current AFIS vendor  
16 IDEMIA. And the Sheriff will work with the  
17 Franklin County Data Center through the procurement  
18 process and through the implementation, and pending  
19 the approval of the contract, which is currently  
20 being reviewed by the prosecutor and purchasing.

21                   Pending any questions, I  
22 respectfully request your approval of this  
23 resolution.

24                   SECRETARY STINZIANO: Thank you for

1 the presentation.

2 Are there any questions or comments?

3 Seeing no further review, I'd like  
4 to seek a motion for approval.

5 CLERK O'SHAUGHNESSY: I so move.

6 MR. KOHLHORST: Second.

7 SECRETARY STINZIANO: It's been  
8 moved and seconded. All those in favor, please  
9 signify by voting aye.

10 Same sign for any opposition.

11 And any abstentions.

12 Resolution is approved.

13 (Vote taken; motion passed)

14 - - -

15 RESOLUTION NOS. 24-011; 24-012; 24-013;

16 24-014; 24-015; 24-016

17 - - -

18 SECRETARY STINZIANO: We now have  
19 six personnel actions for the agenda. I'll look to  
20 the Board Members, does anybody desire to go into  
21 executive session at this time?

22 If not, and no objections, we will  
23 have the presentation of the six resolutions and  
24 then we will vote on each, per our previous

1 practice.

2 MS. FRANZ: Thank you. Good  
3 morning.

4 The Data Center has been busy over  
5 the holiday season and look forward to seek your  
6 approval for five personnel resolutions and then  
7 one additional one.

8 So the first resolution we are  
9 seeking your approval for is Resolution 24-011.  
10 This is for an Enterprise Network Engineer 2, Blake  
11 Kerwood to join our team. He is currently working  
12 at MSSP, where he manages 15 network engineers and  
13 supports their daily network operations. As a  
14 dedicated public servant, still active in the Air  
15 Force, he looks forward to continuing his career  
16 here with us at the Data Center.

17 The next resolution we are seeking  
18 your approval for is Resolution 24-012. This is  
19 for People Operations Manager, Kimberly Carroll to  
20 join our team. She's currently at Vantage  
21 Logistics, where she's implemented a number of HRAS  
22 systems and also implemented KPIs and additional  
23 abilities that we look forward to bringing here, as  
24 we look to move some others to some other options.

1           The next resolution we are seeking  
2 your approval for is 24-013. This is for  
3 Enterprise Project Manager 2, Bettina Huhn. Her  
4 most recent role was as a program manager at OCLC.  
5 She is looking to continue her career here as a  
6 public servant with the Data Center as well, as an  
7 Enterprise Project Manager 2.

8           Next resolution is 24-014. This is  
9 for an Enterprise Project Manager 3, Susan  
10 Duderstadt. She is currently the Senior Director  
11 of Technology Systems at COSI. Previously she was  
12 the Director of IT at ADAMH. She's eager to bring  
13 her experience back to the county and join our  
14 team.

15           And the next resolution we are  
16 seeking your approval for is 24-015. This is for  
17 an Enterprise Vendor Risk Analyst 2, Deneese  
18 Steele. In her current role as the Director of  
19 Strategic Partnerships and Operations, she leads  
20 the organization's growth in cybersecurity and  
21 recruiting. Her abilities in relationship  
22 management building and just her passion for  
23 security, she's eager to join our security team  
24 under Nikki.

1                   And then the last resolution we are  
2 seeking your approval for is 24-016. This is for  
3 the All-Staff Base Salary Increase. The Data  
4 Center CIO and the Chief Administrator of the Board  
5 recommends a three percent salary increase for Data  
6 Center employees employed in their current  
7 positions as of January 1, 2024. This is to, you  
8 know, maintain our quality of employees. The Data  
9 Center CIO and the Chief Administrator of the Board  
10 recommended an effective date of December 18, 2023  
11 for inclusion on the January 12, 2024 pay.

12                   With no further questions, we seek  
13 your approval for those resolutions.

14                   Thank you.

15                   SECRETARY STINZIANO: Thank you for  
16 the presentation.

17                   We will begin with personnel  
18 Resolution 24-011, Backfill Enterprise Network  
19 Engineer 2. Are there any questions or comments  
20 from Members of the Board on the resolution?

21                   Hearing none, I would like to seek a  
22 motion for approval.

23                   CLERK O'SHAUGHNESSY: I so move.

24                   RECORDER O'CONNOR: Second.

1                   SECRETARY STINZIANO: It's been  
2 moved and seconded. All those in favor, please  
3 signify by voting aye.

4                   Same sign for any opposition.

5                   And any abstentions.

6                   Resolution is approved.

7                   (Vote taken; motion passed)

8                   SECRETARY STINZIANO: Next is  
9 personnel Resolution 24-012, Backfill, People  
10 Operations Manager. Are there any questions or  
11 comments?

12                   Hearing no further review, I would  
13 like to seek a motion for approval.

14                   CLERK O'SHAUGHNESSY: I so move.

15                   RECORDER O'CONNOR: Second.

16                   SECRETARY STINZIANO: It's been  
17 moved and seconded. All those in favor, please  
18 signify by voting aye.

19                   Same sign for any opposition.

20                   And any abstentions.

21                   Resolution is approved.

22                   (Vote taken; motion passed)

23                   SECRETARY STINZIANO: Next is  
24 personnel Resolution 24-013, Backfill, Enterprise

1 Project Manager 2. Are there any questions or  
2 comments from members of the Board?

3 Hearing no further review, I would  
4 like to seek a motion for approval.

5 CLERK O'SHAUGHNESSY: So move.

6 RECORDER O'CONNOR: Second.

7 SECRETARY STINZIANO: It's been  
8 moved and seconded. All those in favor, please  
9 signify by voting aye.

10 Same sign for any opposition.

11 And any abstentions.

12 Resolution is approved.

13 (Vote taken; motion passed)

14 SECRETARY STINZIANO: Next is  
15 personnel Resolution 24-014, Backfill, Enterprise  
16 Project Manager 3. Are there any questions or  
17 comments by members of the Board?

18 Hearing no further review, I would  
19 like to seek a motion for approval.

20 CLERK O'SHAUGHNESSY: I so move.

21 RECORDER O'CONNOR: Second.

22 SECRETARY STINZIANO: It's been  
23 moved and seconded. All those in favor, please  
24 signify by voting aye.

1 Same sign for opposition.

2 And any abstentions.

3 Resolution is approved.

4 (Vote taken; motion passed)

5 SECRETARY STINZIANO: Next is

6 personnel Resolution 24-015, Backfill, Enterprise

7 Vendor Risk Analyst 2. Any questions or comments

8 from members of the Board?

9 Hearing no further review, I would  
10 like to seek a motion for approval.

11 JUDGE BROWN: So move.

12 CLERK O'SHAUGHNESSY: Second.

13 SECRETARY STINZIANO: It's been  
14 moved and seconded. All those in favor, please  
15 signify by voting aye.

16 Same sign for any opposition.

17 And any abstentions.

18 Resolution is approved.

19 (Vote taken; motion passed)

20 SECRETARY STINZIANO: And our final  
21 resolution is 24-016, All-Staff Base Salary

22 Increase. Are there any questions or comments from  
23 members of the Board?

24 DEPUTY DIRECTOR PAYNE: I have just



1 one question.

2 SECRETARY STINZIANO: Sure.

3 DEPUTY DIRECTOR PAYNE: The folks  
4 that we just did the backfills, do we give them a  
5 three percent?

6 MS. FRANZ: No. They don't actually  
7 get started with us until January 29th.

8 CLERK O'SHAUGHNESSY: One comment.  
9 I know it's difficult for you to maintain  
10 competitive salaries and you keep losing people,  
11 that's why we just did six backfills. Because, you  
12 know, and they are doing well, but they can also do  
13 better if we get into the private market. So,  
14 yeah, thanks for doing that. And I want to make  
15 sure it's duly noted for us to be competitive and  
16 have the best team, we are going to have to spend  
17 some dough.

18 MS. FRANZ: Absolutely. Thank you.

19 MR. FRUMKIN: One comment on that.  
20 I would like to say, there is one opportunity. So  
21 Mr. Haudenschild sitting over there was one of the  
22 backfills we did, who is now the ADAMH IT Director.  
23 Yes, there is competitiveness and people look  
24 elsewhere outside of the county, but the other

1 opportunity is we've had opportunities where people  
2 have left the Data Center but gone to other  
3 agencies within the county to help them out as  
4 well. So it's duly noted that Mr. Haudenschild has  
5 now taken a role --

6 CLERK O'SHAUGHNESSY: And he's  
7 thoroughly trained.

8 MR. FRUMKIN: So that was one role  
9 we did not lose a person, we kept them in the  
10 county.

11 CLERK O'SHAUGHNESSY: All right.  
12 Thank you for that.

13 SECRETARY STINZIANO: Any additional  
14 comments or questions?

15 Hearing no further review, I'd like  
16 to seek a motion for approval.

17 CLERK O'SHAUGHNESSY: I so move.

18 RECORDER O'CONNOR: Second.

19 SECRETARY STINZIANO: It's been  
20 moved and seconded. All those in favor, please  
21 signify by voting aye.

22 Same sign for any opposition.

23 And any abstentions.

24 Resolution is approved.

1 (Vote taken; motion passed)

2 - - -

3 OTHER BUSINESS

4 - - -

5 SECRETARY STINZIANO: That concludes  
6 our resolutions. We will now move to Other  
7 Business. Is there any other business or comments  
8 from any other members of the Board?

9 We'll start with you, Judge. Got  
10 anything you want to share?

11 JUDGE BROWN: I want to thank you  
12 all for having me today. I kind of was appointed  
13 within the last two weeks; so I'm getting up to  
14 speed. But I look forward to working with you all  
15 and being a part of this group that we have. And I  
16 appreciate Maryellen, Clerk O'Shaughnessy for  
17 helping me out, and kind of telling me kind of what  
18 the program was. I apologize if I was a little  
19 late. But I look forward to being a part of this  
20 group and, you know, advocating for the Court, but  
21 listening to everyone and hearing all of your  
22 different, you know, opinions and kind of trying to  
23 reach a consensus.

24 So thank you all.

1                   SECRETARY STINZIANO: Thank you,  
2 Judge.

3                   CLERK O'SHAUGHNESSY: Thank you for  
4 joining us. We appreciate it.

5                   SECRETARY STINZIANO: Clerk  
6 O'Shaughnessy.

7                   CLERK O'SHAUGHNESSY: You know,  
8 Happy January. It's big, big January. It's a big  
9 one for the O'Shaughnessys. Today is a triple  
10 birthday. How does this happen? We have three  
11 O'Shaughnessys born on this day.

12                  SECRETARY STINZIANO: That's a lot  
13 of O'Shaughnessys.

14                  CLERK O'SHAUGHNESSY: Along with  
15 Elvis.

16                  SECRETARY STINZIANO: Board of  
17 Commissioners?

18                  MR. TORRES: No comment.

19                  SECRETARY STINZIANO: Recorder's  
20 Office?

21                  RECORDER O'CONNOR: Good to see you,  
22 Judge.

23                  SECRETARY STINZIANO: Treasurer's  
24 office?

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MR. KOHLHORST: No.

SECRETARY STINZIANO: And our  
friends from the Board of Elections?

DIRECTOR WHITE: Happy New Year.

SECRETARY STINZIANO: Thank you all.  
We have nothing further. We are adjourned. We  
will see you at the next meeting.

- - -

Thereupon, the proceeding adjourned at  
approximately 9:30 a.m.

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C E R T I F I C A T E

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THE STATE OF OHIO:

SS:

COUNTY OF FRANKLIN:

I, Angela S. Moore, a Professional Reporter and Notary Public in and for the State of Ohio, do hereby certify that the foregoing is a true, correct, and complete written transcript of the proceedings in this matter;

That the foregoing was taken by me stenographically and transcribed by me with computer-aided transcription;

That the foregoing occurred at the aforementioned time and place;

That I am not an attorney for or relative of either party and have no interest whatsoever in the event of this litigation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of office at Columbus, Ohio, this 15th day of January, 2024.

\_\_\_\_\_  
/s/Angela S. Moore  
Notary Public, State of Ohio

My Commission Expires: February 28, 2026.

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C E R T I F I C A T E

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SS:

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That the foregoing was taken by me stenographically and transcribed by me with computer-aided transcription;

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IN WITNESS WHEREOF, I have hereunto set my hand and official seal of office at Columbus, Ohio, this 15th day of January, 2024.

*Angela S. Moore*

/s/Angela S. Moore  
Notary Public, State of Ohio



My Commission Expires: February 28, 2026.

- - -

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
TECHNICAL EQUIPMENT SALVAGE

Voting Aye thereon

Voting Nay thereon

  
\_\_\_\_\_  
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

\_\_\_\_\_  
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

  
\_\_\_\_\_  
**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
\_\_\_\_\_  
**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts


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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

  
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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

  
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**Daniel O'Connor**, Member  
Franklin County Recorder

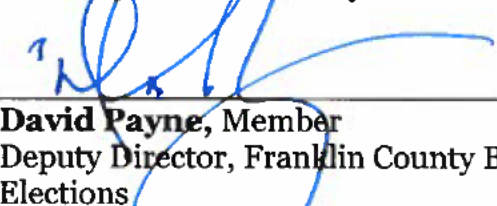
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**Daniel O'Connor**, Member  
Franklin County Recorder

  
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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
\_\_\_\_\_  
**Antone White**, Member  
Director, Franklin County Board of Elections

\_\_\_\_\_  
**Antone White**, Member  
Director, Franklin County Board of Elections

  
\_\_\_\_\_  
**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

\_\_\_\_\_  
**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections



**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER  
TECHNOLOGY EQUIPMENT SALVAGE**

**WHEREAS**, it has been determined that certain County technology equipment is obsolete and unfit for Franklin County use; and,

**WHEREAS**, the Franklin County Data Center Chief Information Officer recommends this equipment be declared surplus for the purpose of public sale or disposal per the County Property Policy; and,

**WHEREAS**, a list of the equipment is attached hereto and made a part hereof; and,

**NOW THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board recommends the Franklin County Board of County Commissioners, in accordance with Ohio Revised Code Section 307.12, that the equipment specified in the attached list be placed for public sale or disposal per the County Property Policy.



Franklin County Automatic Data Processing Board  
 Technical Equipment Salvage Resolution  
 Resolution #: 24-017  
 Date: 02/05/2024

Agency	Description	Number of Units
Common Pleas, General	Desktop PC	55
Common Pleas, General	Laptop PC	20
Common Pleas, General	Tablet PC	31
Common Pleas, General	Thin Client	24
Common Pleas, General	Docking Station	32
Common Pleas, General	Audio Mixer	27
Common Pleas, General	Audio Switch	141
Common Pleas, General	IR Modulator	5
Common Pleas, General	Microphone	3
Common Pleas, General	Mixer	18
Common Pleas, General	Monitor	113
Common Pleas, General	PDU	27
Common Pleas, General	Printer	18
Common Pleas, General	Projector	2
Common Pleas, General	Scanner	3
Common Pleas, General	Speaker	86
Economic Development & Planning	Laptop PC	1
Data Center	Access Point	2
Data Center	KVM Switch	1
Data Center	Monitor	1
Data Center	Token Hub	1
Justice Policy & Program	Desktop PC	2
Justice Policy & Program	Printer	1
Prosecuting Attorney	Desktop PC	4
Prosecuting Attorney	Laptop PC	5
Prosecuting Attorney	Tablet PC	2
Prosecuting Attorney	Pocket PC	2
Prosecuting Attorney	Docking Station	7
Prosecuting Attorney	Monitor	19
Prosecuting Attorney	Camera	3
Prosecuting Attorney	Phone	33
Prosecuting Attorney	Hot Spot	1
Prosecuting Attorney	MP3 Player	1
Prosecuting Attorney	Pager	1
Prosecuting Attorney	Printer	12
Prosecuting Attorney	Security Camera	2

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Agency	Description	Number of Units
Children Services	Desktop PC	174
Children Services	Laptop PC	352
Children Services	Tablet PC	268
Children Services	Projector	1

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY CHILD SUPPORT ENFORCEMENT AGENCY  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
2024 BASELINE PROCUREMENT AND ANNUAL RENEWAL

Voting Aye thereon

Voting Nay thereon

  
\_\_\_\_\_  
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

\_\_\_\_\_  
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

  
\_\_\_\_\_  
**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

\_\_\_\_\_  
**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
\_\_\_\_\_  
**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

Abstained

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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

  
\_\_\_\_\_  
**Daniel O'Connor**, Member  
Franklin County Recorder

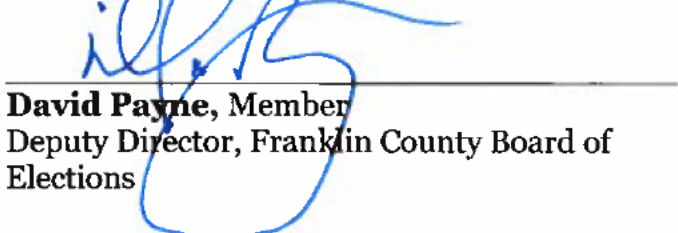
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**Daniel O'Connor**, Member  
Franklin County Recorder

  
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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
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**Antone White**, Member  
Director, Franklin County Board of Elections

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**Antone White**, Member  
Director, Franklin County Board of Elections

  
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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY CHILD SUPPORT ENFORCEMENT AGENCY  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
2024 BASELINE PROCUREMENT AND ANNUAL RENEWAL**

**WHEREAS**, in accordance with Ohio Revised Code Section 307.84, the Franklin County Automatic Data Processing Board may authorize, in writing, any County office to purchase, lease, operate, or contract for the use of any automatic or electronic data processing or record-keeping equipment, software, or service; and,

**WHEREAS**, the attached detail describes the purchase(s) required for the normal operation; and,

**WHEREAS**, the Data Center Chief Information Officer has reviewed the technical and security aspects of the procurement and made recommendations on the attached detail; and,

**WHEREAS**, the Automatic Data Processing Board has determined that it is in the best interest of the County to authorize these expenditures, contingent upon the Franklin County Board of Commissioners' approval, and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board authorizes the technology procurement.



Franklin County Automatic Data Processing Board  
Information Technology Procurement Resolution  
Resolution #: 24-018  
Dated: 02/05/2024

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Title	2024 Baseline Procurements and Annual Renewals
Agency	Franklin County Child Support Enforcement Agency
Amount	\$838,290.00
Category	Hardware, Software, and Technology Services

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### **Business Justification**

Franklin County Child Support Enforcement Agency (CSEA) aims to enhance family development and stability by providing innovative child support services that emphasize empathy, education, accountability, and collaboration.

This resolution will authorize the continuation of the current year's baseline renewals and procurements as listed below. Procurements associated with new projects or technology will be presented under separate resolutions.

### **Description**

Request Type	Description
IT Cellphone and Data Plan Services	Cellphone Plans
IT Consultants	Recertification Class
IT Consultants	Herzog IT Consultant
IT Data Processing Services	FCDC Core Services
IT Leases	Copier Lease
IT Maintenance and Repair Agreements	CBTS Monthly Maintenance
IT Software Subscription and Maintenance	Adobe
IT Software Subscription and Maintenance	Support Works

### **Franklin County Data Center Recommendation**

The Data Center recommends the approval of the above reoccurring information technology items. The Data Center is committed to collaborating to develop and evaluate solutions that align with CSEA business and the following strategic initiatives: cost-effective technology, technical debt reduction, and decreased duplicate technology.

### **Fiscal Information**

**Funding Source:** Franklin County Child Support Enforcement Agency approved 2024 IT budget

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY AUDITOR'S OFFICE  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
JUST APPRAISED

Voting Aye thereon

Voting Nay thereon

**Abstained**

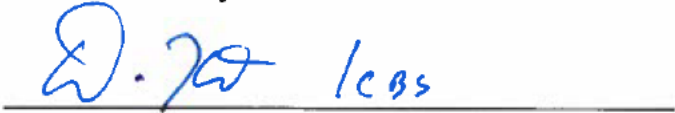
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

  
**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

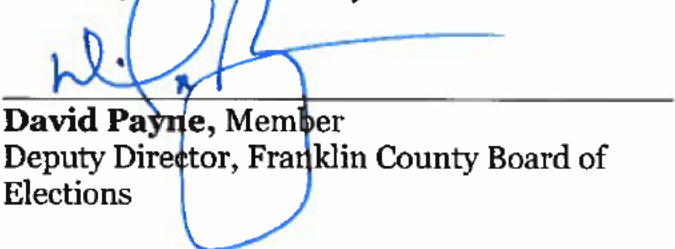
  
**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

  
**John O'Grady**, Member  
Franklin County Commissioner

  
**Daniel O'Connor**, Member  
Franklin County Recorder

  
**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
**Antone White**, Member  
Director, Franklin County Board of Elections

  
**David Payne**, Member  
Deputy Director, Franklin County Board of Elections

**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

**John O'Grady**, Member  
Franklin County Commissioner

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Franklin County Recorder

**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

**Antone White**, Member  
Director, Franklin County Board of Elections

**David Payne**, Member  
Deputy Director, Franklin County Board of Elections

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY AUDITOR'S OFFICE  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
JUST APPRAISED**

**WHEREAS**, in accordance with Ohio Revised Code Section 307.84, the Franklin County Automatic Data Processing Board may authorize, in writing, any County office to purchase, lease, operate, or contract for the use of any automatic or electronic data processing or record-keeping equipment, software, or service; and,

**WHEREAS**, the attached detail describes the purchase(s) required for the normal operation; and,

**WHEREAS**, the Data Center Chief Information Officer has reviewed the technical and security aspects of the procurement and made recommendations on the attached detail; and,

**WHEREAS**, the Automatic Data Processing Board has determined that it is in the best interest of the County to authorize these expenditures, contingent upon the Franklin County Board of Commissioners' approval, and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board authorizes the technology procurement pending the Prosecuting Attorney and Board of Commissioner approval.





Franklin County Automatic Data Processing Board  
 Information Technology Project Resolution  
 Resolution #: 24-019  
 Dated: 02/05/2024

Title	Just Appraised
Agency	Franklin County Auditor’s Office
Amount	\$1,110,500.00
Category	Software and Technology Services

**Business Justification**

The Franklin County Auditor’s Office requests the purchase and implementation of the Just Appraised document processing platform and tax assessment workflow software. Implementing this software will significantly improve the office’s efficiency, accuracy, and transparency in conducting transfers and records management and directly integrate with the office’s Computer Assisted Mass Appraisal (CAMA) system, which will assist in an overall benefit to Franklin County residents and businesses.

**Description**

Just Appraised is a cloud-based platform designed specifically for local government tax assessors, aiming to improve the property valuation and tax assessment process. It leverages machine learning and automation to streamline workflows, improve accuracy, and enhance transparency in property tax administration. The Auditor’s office intends to leverage this software to address the following needs:

- Paper Deeds Quality Control
- The Workflow of Deeds
- Online Forms/Paper Document Quality Control
- Board of Revision Workflow

**Payment Schedule**

The payment schedule for Just Appraised is milestone-based

Milestone 1: Kickoff	\$35,833
Milestone 2: Solutions Document	\$35,833
Milestone 3: Auditor acceptance of design	\$35,834
Milestone 4: DTE 105	\$9,500
Milestone 5: Rental Exception Form	\$9,500
Milestone 6: Rental Registration Form	\$9,500
Milestone 7: DTE 1	\$9,500
Milestone 8: All Remaining Forms	\$9,500

License Fee Year 1	\$238,500
License Fee Year 2	\$238,500
License Fee Year 3	\$238,500
Additional License Fee (after the launch of DTE 1) Year 2	\$120,000
Additional License Fee (after the launch of DTE 1) Year 3	\$120,000
<b>Total</b>	<b>\$1,110,500</b>

**Franklin County Data Center Recommendation**

The Data Center recommends the approval of the above technology pending the Prosecuting Attorney and Board of Commissioners' approval.

**Fiscal Information**


**Funding Source:** AUDR-RE 2024 IT Budget

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY SHERIFF'S OFFICE  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
SHERIFF PATROL VEHICLE TOUGHBOOK/MDT REPLACEMENTS

Voting Aye thereon

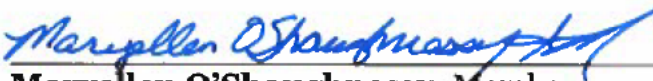
Voting Nay thereon

  
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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts


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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

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**Daniel O'Connor**, Member  
Franklin County Recorder

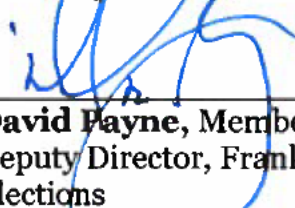
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**Daniel O'Connor**, Member  
Franklin County Recorder

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
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Director, Franklin County Board of Elections

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Director, Franklin County Board of Elections

  
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**David Payne**, Member  
Deputy Director, Franklin County Board of Elections

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**David Payne**, Member  
Deputy Director, Franklin County Board of Elections

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY SHERIFF'S OFFICE  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
SHERIFF PATROL VEHICLE TOUGHBOOK/MDT REPLACEMENTS**

**WHEREAS**, in accordance with Ohio Revised Code Section 307.84, the Franklin County Automatic Data Processing Board may authorize, in writing, any County office to purchase, lease, operate, or contract for the use of any automatic or electronic data processing or record-keeping equipment, software, or service; and,

**WHEREAS**, the attached detail describes the purchase(s) required for the normal operation; and,

**WHEREAS**, the Data Center Chief Information Officer has reviewed the technical and security aspects of the procurement and made recommendations on the attached detail; and,

**WHEREAS**, the Automatic Data Processing Board has determined that it is in the best interest of the County to authorize these expenditures, contingent upon the Franklin County Board of Commissioners' approval, and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board authorizes the technology procurement.



Franklin County Automatic Data Processing Board  
Information Technology Project Resolution  
Resolution #: 24-020  
Dated: 02/05/2024

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Title	Sheriff Patrol Vehicle Toughbook/MDT Replacements
Agency	Franklin County Sheriff's Office
Amount	\$323,025.00
Category	Hardware and Software

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### **Business Justification**

The Franklin County Sheriff's Office requests approval to replace 75 Patrol Vehicle Toughbooks for all cruisers. The Franklin County Sheriff's Office is responsible for protecting the lives and property of the citizens of Franklin County. The current vehicle Toughbooks are not compatible with Windows 11, which is end of life in 2025, and FCDC has recommended replacing the current hardware.

### **Description**

The Panasonic Toughbooks will be used by deputies while on duty to communicate while being dispatched to 911 calls. This replacement hardware ensures better connectivity for vehicles while deputies are on duty. Replacing these devices will increase situational awareness by allowing deputies to receive real-time information to identify potential threats, improve productivity, allow voice-to-text data, and enhance accountability by constructing and documenting incidents. These devices allow deputies to prepare themselves, respond to incidents and emergencies more quickly, and provide the public with accountability.

### **Franklin County Data Center Recommendation**

The Data Center recommends the approval of the above technology pending the Prosecuting Attorney and Board of Commissioners' approval. The partner will work with FCDC through the procurement process and implementation.

### **Fiscal Information**


**Funding Source:** This was approved in the SHRF 2024 IT Budget

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY PURCHASING DEPARTMENT  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
PLATE MAKER REPLACEMENT

Voting Aye thereon

Voting Nay thereon

  
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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

 for CMBS  
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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts


Abstained

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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

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**Daniel O'Connor**, Member  
Franklin County Recorder

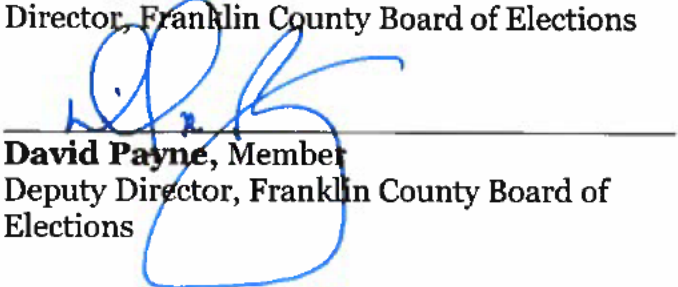
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**Daniel O'Connor**, Member  
Franklin County Recorder

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
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**Antone White**, Member  
Director, Franklin County Board of Elections

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**Antone White**, Member  
Director, Franklin County Board of Elections

  
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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY PURCHASING DEPARTMENT  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
PLATE MAKER REPLACEMENT**

**WHEREAS**, in accordance with Ohio Revised Code Section 307.84, the Franklin County Automatic Data Processing Board may authorize, in writing, any County office to purchase, lease, operate, or contract for the use of any automatic or electronic data processing or record-keeping equipment, software, or service; and,

**WHEREAS**, the attached detail describes the purchase(s) required for the normal operation; and,

**WHEREAS**, the Data Center Chief Information Officer has reviewed the technical and security aspects of the procurement and made recommendations on the attached detail; and,

**WHEREAS**, the Automatic Data Processing Board has determined that it is in the best interest of the County to authorize these expenditures, contingent upon the Franklin County Board of Commissioners' approval, and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board authorizes the technology procurement pending the Prosecuting Attorney and Board of Commissioner approval.



Franklin County Automatic Data Processing Board  
 Information Technology Project Resolution  
 Resolution #: 24-021  
 Dated: 02/05/2023

Title Plate Maker Replacement  
 Agency Franklin County Purchasing Department (PRCH)  
 Amount \$168,488.00  
 Category Hardware, Software, and Technology Services

**Business Justification**

The purpose of the Graphic Arts and Print Services Program is to provide custom designs, forms, and printed material to Franklin County agencies, boards, and commissions so that they can publish and disseminate information in a cost-effective manner.

PRCH’s Print Shop currently utilizes a plate maker to create impressions to be used for printed materials. The plate maker is worn out, and the technology is obsolete. The software used to create the impressions cannot run on Windows 10, much less Windows 11, which creates a cybersecurity risk.

**Description**

PRCH’s current plate maker has reached its ‘end of life’. PRCH seeks to replace the current solution with the Presstek Dimension Pro2 system. Mark Andy Inc. will be the implementation partner who works with PRCH and the Franklin County Data Center (FCDC) to configure, install, and maintain the solution. FCDC will provide the two required endpoint devices that meet the requirements provided by the vendor. FCDC will then maintain the two endpoints, including operating system upgrades and security patching.

**Schedule:** The total cost of this implementation includes the Mark Andy 10-year contract support costs. The initial installation, configuration, bi-annual preventative maintenance visits, and the first year of annual preventative maintenance will be included in the Year 1 cost.

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
\$61,358.80	\$11,458.80	\$11,458.80	\$11,458.80	\$11,458.80	\$11,458.80	\$11,458.80	\$11,458.80	\$11,458.80	\$11,458.80

- Mark Andy **\$164,488.00 (defined above)**
  - FCDC Additional Hardware **\$4,000.00**
- TOTAL \$168,488.00**



## **Franklin County Data Center Recommendation**

Replacing outdated equipment and software is important to the security and resiliency of the County environment. PRCH will work with FCDC through the procurement process and implementation. The Data Center recommends the approval of the above technology pending the Prosecuting Attorney and Board of Commissioners' approval.

## **Fiscal Information**

**Funding Source:** PRCH will work with OMB to identify funding for this effort.

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: ENTERPRISE INFORMATION SECURITY MANAGER

Voting Aye thereon

Voting Nay thereon

  
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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

  
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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts


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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

  
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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

  
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**Daniel O'Connor**, Member  
Franklin County Recorder

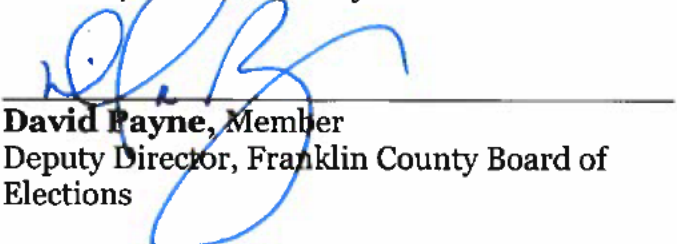
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**Daniel O'Connor**, Member  
Franklin County Recorder

  
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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
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**Antone White**, Member  
Director, Franklin County Board of Elections

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**Antone White**, Member  
Director, Franklin County Board of Elections

  
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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Election

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: ENTERPRISE INFORMATION SECURITY MANAGER**

**WHEREAS**, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-022** attached hereto and made a part hereof; and,

**WHEREAS**, funding for this personnel action is available within the Data Center Personal Services (5100) Account; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-022**.

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**Data Center Personnel Action – Promotion – Michael Bowman**

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Michael Bowman	
PERSONNEL ACTION DATE (BOARD)		February 5, 2024	
DATE HIRED		July 22, 2019	
YEARS WITH DATA CENTER		4 years, 6 months, 14 days	
YEARS WITH FRANKLIN COUNTY		7 years, 5 months, 7 days	
CURRENT DATA CENTER SECTION		Enterprise Security	
NEW DATA CENTER SECTION		Enterprise Security	
CURRENT JOB POSITION / TITLE		Enterprise Information Security/Team Lead	
NEW JOB POSITION / TITLE		Enterprise Information Security Manager	
PAY GRADE		16	
PAY GRADE SALARY RANGE			
MINIMUM	MID		MAXIMUM
\$ 89,197	\$ 109,267		\$ 129,336
	BASE RATE	ANNUAL SALARY	
PREVIOUS	\$ 40.1288	\$ 83,467.90	
NEW	\$ 48.3173	\$ 100,500.00	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Michael Bowman has been the Enterprise Information Security Team Lead since March of 2023 and has shown tremendous growth and leadership capabilities. In the last year, he has been critical in the hiring and onboarding security team members, including the Security Engineering Manager. As a team leader, he expanded his technical skills by learning the vendor risk management and data loss prevention domains while keeping up with the identity domain. Throughout the year, he has taken part in multiple trainings that were not only centered around technical capabilities but also growing as a technology leader. Michael managed the work planning for the Identity, Data Loss Prevention, and Vendor Risk Management teams to ensure that the work performed aligned with the security strategy and was delivered at the right time. As identity was moving into automation, Michael was responsible for evaluating solutions that would enable the county to be more efficient through automation while also managing risk through role-based access control implementation. He has been a trusted advisor to the team and aided in development planning and overall growth. The feedback from partners both within and outside the Data Center is positive, and people enjoy working with him as he not only provides technical expertise but also displays professionalism and an amazing ability to build relationships.</p>			
<p>Kassy Franz, Chief People Officer</p>			

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: ENTERPRISE SECURITY GRC ENGINEER 1

Voting Aye thereon

Voting Nay thereon

  
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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

  
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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts


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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

  
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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

  
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**Daniel O'Connor**, Member  
Franklin County Recorder

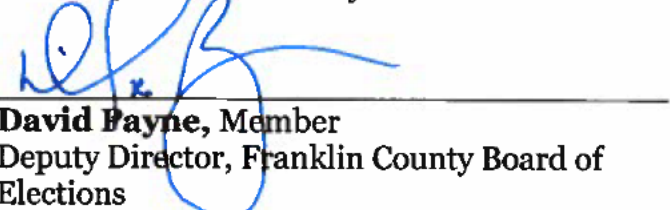
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**Daniel O'Connor**, Member  
Franklin County Recorder

  
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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
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**Antone White**, Member  
Director, Franklin County Board of Elections

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**Antone White**, Member  
Director, Franklin County Board of Elections

  
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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Election

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: ENTERPRISE SECURITY GRC ENGINEER 1**

**WHEREAS**, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-023** attached hereto and made a part hereof; and,

**WHEREAS**, funding for this personnel action is available within the Data Center Personal Services (5100) Account; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-023**.

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**Data Center Personnel Action – Promotion – Justin Konyn**

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Justin Konyn	
PERSONNEL ACTION DATE (BOARD)		February 5, 2024	
DATE HIRED		January 23, 2023	
YEARS WITH FRANKLIN COUNTY		1 year 13 days	
CURRENT DATA CENTER SECTION		Enterprise Security	
NEW DATA CENTER SECTION		Enterprise Security	
CURRENT JOB POSITION / TITLE		Enterprise Security Analyst 1	
NEW JOB POSITION / TITLE		Enterprise Security GRC Engineer 1	
PAY GRADE		12	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 67,950	\$ 83,239	\$ 98,528	
	BASE RATE	ANNUAL SALARY	
PREVIOUS	\$ 34,6635	\$ 72,100.08	
NEW	\$ 38,4615	\$ 80,000.00	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Justin has consistently exhibited a commendable passion for IT Governance and public service, making significant contributions to our organization in his short time with us. Over this time, he has developed crucial collaborative relationships throughout the Data Center and our agency partners. He also recently completed his CYSA+, underscoring his commitment to continued education. His expertise aligning IT processes with industry standards has significantly improved efficiency and security. Given his exceptional performance and dedication to our values, promoting Justin to GRC Engineer is a natural step forward, allowing him to further contribute to our team and the community.</p>			
Kassy Franz, Chief People Officer			

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
BACKFILL: UX BUSINESS ANALYST 1

Voting Aye thereon

Voting Nay thereon

  
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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

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**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor

  
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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

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**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas

  
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts


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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

 For 304  
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**John O'Grady**, Member  
Franklin County Commissioner

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**John O'Grady**, Member  
Franklin County Commissioner

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**Daniel O'Connor**, Member  
Franklin County Recorder

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**Daniel O'Connor**, Member  
Franklin County Recorder

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

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**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer

  
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**Antone White**, Member  
Director, Franklin County Board of Elections

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Director, Franklin County Board of Elections

  
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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Elections

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**David Payne**, Member  
Deputy Director, Franklin County Board of  
Election



**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
BACKFILL: UX BUSINESS ANALYST 1**

**WHEREAS**, Ohio Revised Code Section 307.844 provides that, subject to the approval of the County Automatic Data Processing Board, the County Auditor as Chief Administrator of the Board may employ such persons as are necessary for the operation of the Data Center and shall fix the compensation of all such employees; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-024** attached hereto and made a part hereof; and,

**WHEREAS**, funding for this personnel action is available within the Data Center Personal Services (5100) Account; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves personnel action number **24-024**.

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

**Data Center Personnel Action – Backfill – Noah Miller**

PERSONNEL ACTION FORM		
TRANSACTION TYPE	Backfill	
EMPLOYEE/CANDIDATE NAME:	Noah Miller	
PERSONNEL ACTION NUMBER	24-024	
PERSONNEL ACTION DATE (BOARD)	February 05, 2024	
DATA CENTER SECTION	GX Foundry	
NEW JOB POSITION / TITLE	UX Business Analyst 1	
PAY GRADE	11	
EFFECTIVE DATE	February 05, 2024	
PAY GRADE SALARY RANGE		
MINIMUM	MID	MAXIMUM
\$ 63,701	\$ 78,034	\$ 92,366
	BASE RATE	ANNUAL SALARY
NEW	\$ 33.6538	\$ 70,000

**KEY RESPONSIBILITIES OF THE ROLE**

- Develop and execute user research via interviews, surveys, usability tests, and other methods.
- Conduct user research to understand user needs, behaviors, attitudes, and pain points for a product or service.
- Conduct business research to understand customer missions, business goals, objectives, and problems.
- Collect and analyze user feedback to inform product and feature enhancements; share feedback with Product Owners
- Synthesize business and user data to provide actionable insights, system designs, and/or project goals.
- Create reports and presentations for technical and non-technical audiences to communicate research findings.
- Identify opportunities for process and product improvements in both business analysis and user research activities.
- Collaborate with FCDC customers to elicit, document, and analyze business requirements.
- Solicit approval of documented requirements from stakeholders.
- Present customer-approved requirements to GX Foundry and FCDC teams to drive solution design efforts.

**FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD**

- Collaborate with product teams to translate user insights into user-centered design goals.

**EMPLOYMENT NOTABLES**

- Programming languages: Java, HTML, SQL, Python, and Linux command line
- Tools: DBeaver, SQL Developer, SQuirreL, Vue.js, AWS, VSCode, Snowflake, Tableau, Cisco Data Virtualization, Microsoft Teams, Word, PowerPoint & Excel, Agile/Scrum development frameworks, Adobe Photoshop, Figma, and Adobe XD
- Data & functional requirements gathering/elicitation from Business Users
- Detail-focused, user-centered design with heuristic and cognitive bias factoring
- Data validation on live data feeds from internal and 3rd-party data sources

**EDUCATION & OTHER CREDENTIALS**

- Bachelor of Arts, Human-Computer Interaction – The Ohio State University

**RELEVANT WORK EXPERIENCE**

- Data Analysis – 3 years
- Project Management – 1 year
- Business Analyst – 1.5 year

**SCREENING STATUS**

- Professional References: In process.
- Background Check: Results pending. Contingent offer.
- Pre-employment drug testing: results are pending. Contingent offer.

Kassy Franz, Chief People Officer

# Noah Miller

Phone: [REDACTED]  
Email: [REDACTED]  
Pronouns: He/Him/His

## Technical Experience & Skills

- Programming languages: Java, HTML, SQL, Python, and Linux command line
- Tools: DBeaver, SQL Developer, SquirrelL, Vue.js, AWS, VSCode, Snowflake, Tableau, Cisco Data Virtualization, Microsoft Teams, Word, PowerPoint & Excel, Agile/Scrum development frameworks, Adobe Photoshop, Figma, and Adobe XD
- Data & functional requirements gathering/elicitation from Business Users
- Detail-focused, user-centered design with heuristic and cognitive bias factoring
- Data validation on live data feeds from internal and 3rd-party data sources

## Workplace Experience & Skills

- Cross-functional development, project documentation, software testing, and SOP design
- 3 years experience with remote development, data analysis, and upholding confidentiality & governance standards
- 2 years experience contributing to company Diversity and Inclusion progress
- 1 year experience in project management
- Professional language capacity in German, native language capacity in English

## Education

High School Diploma

- Graduated from Northridge High School in Johnstown, Ohio

Bachelor of Arts, Human-Computer Interaction

- Communication Technology major, German minor at The Ohio State University College of Arts and Sciences

## Employment History

### Chipotle - Associate

- April 2019 - July 2019
  - Fulfilled customer and management requests, developed service mindset

### The JM Smucker Company - Software Analyst/Developer Intern

- May 2020 - August 2020
  - Surfaced supply chain data for self-service reporting in Spotfire
  - Developed APEX application to update and navigate IT Data Dictionary

- May 2021 - August 2021
  - Elicited requirements for and developed sales software as a fullstack developer

### The JM Smucker Company - Information Services, Business Analyst, Data & Analytics

- April 2022 - April 2023
  - Wrote and edited departmental portfolio newsletter for director and VP audiences
  - Wrote and performed 100s of test cases for SOX-compliant enterprise database migration
  - Elicited cross-functional business requirements from disparate category teams for multi-million dollar contract
  - Revised project life cycle outlines, developing team-specific SOPs

### Post Consumer Brands - Information Services, Associate Business Analyst, Data & Analytics

- May 2023 - October 2023
  - Worked closely with business to develop enterprise-level data & analytics solutions, migrate & upgrade existing reports in Tableau via Snowflake, and decommission deprecated reports from Cognos
  - Verified data integrity for updated and new reports for cross-functional audiences
  - Worked with Data Engineering team to determine architectural requirements for business reporting
  - Began Data.World implementation to fill need for IT Data Dictionary

## Leadership Experience

Ohio Model United Nations - VP of General Assembly

- Achieved two separate Leadership Awards during position, presided over 1,500+ delegates

Men's Glee Club - Operations and Communications Committee Member

- Managed recruitment, meetings, and volunteering and social events

Boy Scouts of America - Senior Patrol Leader

- Led and mentored scouts, conducted troop meetings, event planning, and performed several service projects

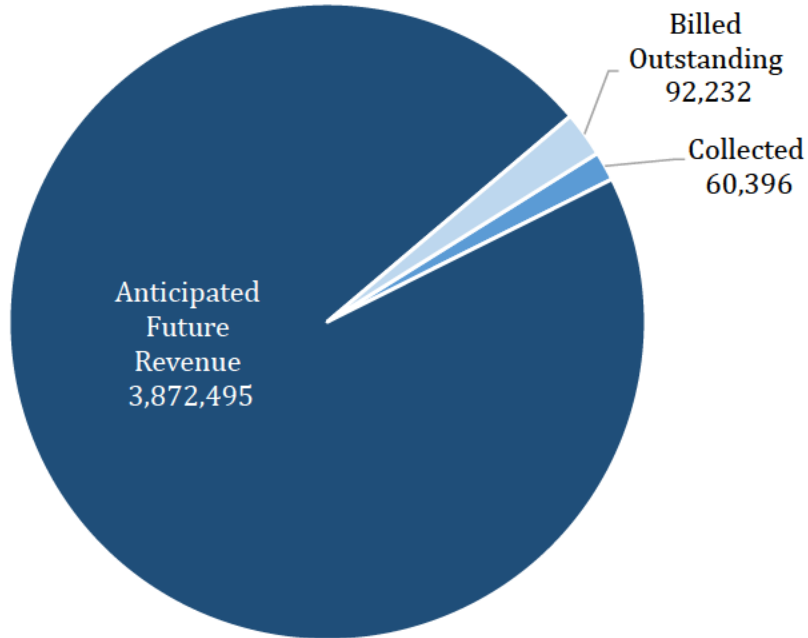
## Volunteering

- Buck-I-Serv
- Columbus Gives Back
- Boy Scouts of America

# Franklin County Data Center 2024 Financial Update as of January 26, 2024

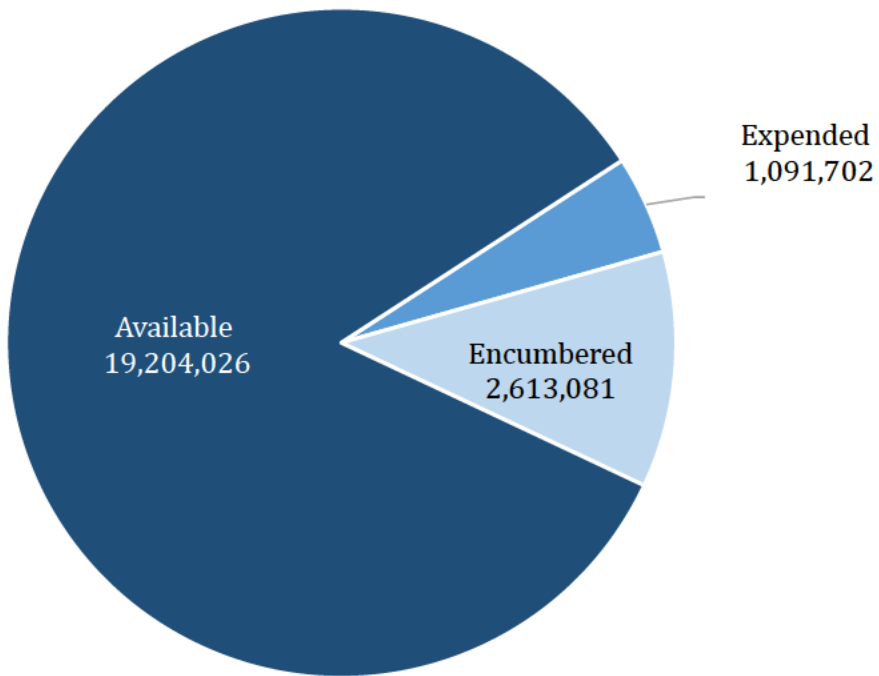
2024 Revenue	Original Appropriation	Revised Budget	YTD Collected		Delta	Percent Collected	Budget Outstanding
Service Fees & Charges	4,025,122		60,396		3,964,726	2%	98%

2024 Aging of Outstanding Revenue	Current	< 30 Days Past Due	< 60 Days Past Due	< 90 Days Past Due	Over 90 Days Past Due	Total Billed Outstanding
	42,395	22,364	3,277	13,073	11,122	92,232



## Franklin County Data Center 2024 Financial Update as of January 26, 2024

2024 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Expended & Encumbered	Percent Available
Salaries and Wages	8,080,864	8,406,649	611,183	-	7,795,466	8%	92%
Benefits and Taxes	3,153,703	3,206,973	272,587	-	2,934,386	9%	91%
Materials and Services	11,674,242	11,674,242	207,932	2,613,081	8,853,229	24%	76%
Capital Investment	-	-	-	-	-	-	-
<b>Total</b>	<b>22,908,809</b>	<b>23,287,864</b>	<b>1,091,702</b>	<b>2,613,081</b>	<b>19,204,026</b>	<b>16%</b>	<b>84%</b>



Franklin County Data Center Project Procurement Update as of January 26, 2024

Resolution Number	Resolution Date	Resolution Amount	Expended Amount	Remaining / Savings	Status	Description
23-149	12/4/2023	13,000,000	207,932	12,792,068	Ongoing	Data Center 2024 baseline budget and ongoing expenses

Board Approval Provided by the Data Center Utilizing Resolution 23-150

Resolution Number	Approval Date	Amount	Agency	Link	Description
23-150-2024583	1/12/2024	\$ 110.00	ADAMH	2024583	Cisco Catalyst
23-150-2024071	1/5/2024	\$ 3,200.00	Animal Control	2024071	New laptops for Behavior
23-150-2024072	1/17/2024	\$ 1,600.00	Animal Control	2024072	Remote work for RVTS
23-150-2024212	1/22/2024	\$ 118.00	Auditor	2024212	Adobe Pro - Brett Lippian
23-150-2024213	1/22/2024	\$ 118.00	Auditor	2024213	Adobe Pro Jessica R.
23-150-2024011	1/2/2024	\$ 99.00	Commissioners	2024011	Malcolm White - Keyboard
23-150-2024012	1/12/2024	\$ 920.00	Commissioners	2024012	COMM - Malcolm White
23-150-2024013	1/18/2024	\$ 2,348.00	Commissioners	2024013	COMM - New Offices Equip.
23-150-2024491	1/8/2024	\$ -	Coroner	2024491	Laptop Charger
23-150-2024441	1/18/2024	\$ 31,890.00	Court of Appeals	2024441	Replacement Computers
23-150-2024052	1/16/2024	\$ 52.40	Economic Development	2024052	Snagit License
23-150-2024541	1/24/2024	\$ 51,000.00	Engineer	2024541	Appia Software
23-150-2024041	1/17/2024	\$ 4,800.00	Fleet	2024041	Laptops
23-150-2024061	1/18/2024	\$ 118.00	Human Resources	2024061	Adobe Pro needed
23-150-2024132	1/5/2024	\$ 236.00	Justice Policy and Programs	2024132	Adobe Pro/New Staff
23-150-2024133	1/5/2024	\$ 450.00	Justice Policy and Programs	2024133	Zoom Licenses
23-150-2024134	1/5/2024	\$ 118.00	Justice Policy and Programs	2024134	Adobe - S Jacobs
23-150-2024135	1/5/2024	\$ 118.00	Justice Policy and Programs	2024135	Adobe Pro/M Brown
23-150-2024131	1/22/2024	\$ 316.67	Justice Policy and Programs	2024131	OJPP VCM Data
23-150-2024471	1/4/2024	\$ 1,700.00	Probate Court	2024471	AS/400 Printer
23-150-2024472	1/4/2024	\$ 12,577.08	Probate Court	2024472	2 Ricoh/Fujitsu Scanners
23-150-2024473	1/5/2024	\$ 40,450.00	Probate Court	2024473	Laptops
23-150-2024432	1/19/2024	\$ 675.00	Prosecuting Attorney	2024432	Mapsys CIO API
23-150-2024022	1/19/2024	\$ 225.00	Purchasing	2024022	Zoom License Account
23-150-2024312	1/19/2024	\$ 2,760.00	Recorder	2024312	Sortly Inventory Software
23-150-2024523	1/12/2024	\$ 826.00	Sheriff	2024523	Adobe License
23-150-2024522	1/17/2024	\$ 36,600.00	Sheriff	2024522	Dell Laptops
23-150-2024524	1/17/2024	\$ 676.18	Sheriff	2024524	DOT Matrix Printer
23-150-2024525	1/19/2024	\$ 504.99	Sheriff	2024525	ScanSnap ix1600
23-150-2024527	1/24/2024	\$ -	Sheriff	2024527	Zoom account
23-150-20235315	1/3/2024	\$ 225.00	Veteran Services	20235315	Zoom Licensed - Comm Mtg
23-150-20235314	1/4/2024	\$ 118.00	Veteran Services	20235314	Adobe Acrobat Pro
23-150-2024533	1/17/2024	\$ 43,200.00	Veteran Services	2024533	Employee Laptops
23-150-2024538	1/22/2024	\$ 1,250.00	Veteran Services	2024538	Docking Stations