

Franklin County Automatic Data Processing Board

Michael Stinziano, Secretary/Chief Administrator

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

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

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

Date: January 06, 2022

Subject: Agenda for the Monday, January 10, 2022, Data Processing Board Meeting

The proposed agenda for the Monday, January 10, 2022, meeting of the Franklin County Automatic Data Processing Board is attached for your review. The meeting will be held in the FCDC Auditorium on the 9th floor of the Franklin County Courthouse, 373 S. High Street, Columbus, Ohio 43215.

The Board will reconvene in 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 Kim 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
Adam Luckhaupt, Delegate, Franklin County Clerk of Courts
Sharlene Chance, Delegate, Franklin County Clerk of Courts
Tammy Seelig, 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
Jim Holmes, Delegate, Franklin County Treasurer
Victoria Troy, Delegate, Franklin County Treasurer
Foni Picinane, Delegate, Franklin County Treasurer
Steven Bulen, Delegate, Franklin County Board of Elections
Erin M. Gibbons, Delegate, Franklin County Board of Elections

AGENDA-Automatic Data Processing Board Meeting, January 10, 2022

9:00 A.M. Convene in Regular Session

- **Call to Order**
 - **Pledge of Allegiance**
 - **Secretary's Comments**
 - **Approve or amend the Minutes of the December 06, 2021, Regular Board Meeting**
 - **Approve or amend the Minutes of the December 20, 2021, Special Board Meeting**
 - **New Business**
- **Resolution No. 22-001 Acquisition Approval of Computer Hardware, Software or Services \$49,999.99 or Less**
- **Resolution No. 22-002 Franklin County Technical Equipment Salvage**
- **Resolution No. 22-003 Franklin County Data Center – OnBase Content Management System Upgrade**
- **Resolution No. 22-004 Franklin County Office on Aging – Legacy CMS Replacement: Enterprise Case Management (ECM) developed by Adsystem**
- **Resolution No. 22-005 Franklin County Auditor – 2022 Baseline Procurement and Annual Renewal**
- **Resolution No. 22-006 Franklin County Purchasing – 2022 Baseline Procurement and Annual Renewal**
- **Resolution No. 22-007 Franklin County Sheriff – WatchGuard Body-worn Camera and Evidence Management Software**

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. 22-008 Personnel Action – New Hire – Enterprise Support Analyst 2

— Resolution No. 22-009 Personnel Action – New Hire – Enterprise Support Analyst 2

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

Reconvene in Special Session

-- **Resolution No. 22-008 Personnel Action – New Hire – Enterprise Support Analyst 2**

-- **Resolution No. 22-009 Personnel Action – New Hire – Enterprise Support Analyst 2**

Other Business

Adjourn

FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

Minutes of the December 06, 2021, Regular Board Meeting

Date Approved: January 10, 2022



Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas



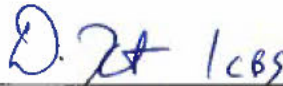
Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



John O'Grady, Member
Franklin County Commissioner



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



Cheryl Brooks Sullivan, Member
Franklin County Treasurer

ABSENT

Antone White, Member
Director, Franklin County Board of Elections



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

1 **FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD**

2 - - -

3
4 **Regular Board Meeting**

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7
8 **Proceedings**

9 **Held at 373 South High Street, FCDC Auditorium,**
10 **9th Floor, Columbus, Ohio, called at 9:00 a.m.,**
11 **on Monday, December 6, 2021.**

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24 **Higgins & Associates**
4889 Sinclair Road, Suite 102
Columbus, OH 43229-5433
25 ***614.985.DEPO (3376) *888.244.1211**

1 **BOARD MEMBERS:**

2 **The Honorable Michael Stinziano, Franklin County**
3 **Auditor, Secretary/Administrator, FCADPB**

4 **The Honorable Kim Brown, Member, Franklin County**
5 **Court of Common Pleas**

6 **The Honorable Maryellen O'Shaughnessy, Member,**
7 **Franklin County Clerk of Courts**

8 **The Honorable Antone White, Member, Franklin County**
9 **Board of Elections**

10 **Mr. David R. Payne, Member, Franklin County Board**
11 **of Elections**

12 **Mr. Zak Talarek, Delegate, Franklin County Board of**
13 **Commissioners**

14 **Mr. C. Chris Cupples, Delegate, Franklin County**
15 **Recorder**

16 **Mr. Dusten Kohlhorst, Delegate, Franklin County**
17 **Treasurer**

18 **ALSO PRESENT:**

19 **Mr. Adam Frumkin, FCDC Chief Information Officer**
20 **Ms. Julie Lust, Deputy Chief, Chief Financial**
21 **Officer**

22 **Ms. Nikki Milburn, Deputy Chief, Chief Information**
23 **Security Officer**

24 **Mr. Conrad Michael, FCDC Director, Portfolio**
25 **Management Office**

26 **Mr. John Proffitt, Deputy Chief, Chief Technology**
27 **Officer**

28 **Ms. Tasha Hylar, Deputy Chief, Chief Operations and**
29 **Communications Officer**

30 **Ms. Mary Ann Brooks, Executive Administrative**
31 **Assistant**

32 **Ms. Jeanine Hummer, First Assistant Prosecuting**
33 **Attorney, Franklin County Prosecutor's Office**

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AGENDA

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Monday Morning Session

December 6, 2021

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CALL TO ORDER

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SECRETARY STINZIANO: Good morning.
We will call the December 6, 2021 Automatic Data
Processing Board meeting to order.

Mr. Cupples, if you don't mind
leading us in the Pledge of Allegiance.

MR. CUPPLES: Sure.

(Pledge of Allegiance.)

SECRETARY STINZIANO: Thank you
everyone. Hope December is off to a great start.
We have another beautiful day in Franklin County.
I would like to thank the staff as always for
preparing the room and making sure that we are as
safe and secure as we can be.

We will now move to our first order
of business, Secretary comments. And I will defer
to Mr. Frumkin.

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SECRETARY'S COMMENTS

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MR. FRUMKIN: Good morning. Welcome

1 again to all of you and thanks for being here, and
2 welcome to -- it's weird I'm saying this -- a
3 beautiful Monday in December in Ohio. So I hope
4 that everyone has been staying safe and doing well
5 as we continue to serve the people and businesses
6 of our county.

7 We have yet another full agenda; so
8 I won't take a long time. So again, we have a lot
9 to cover this morning. However, I would like to
10 say that we are in the middle of celebrating
11 several holidays this month and the next couple
12 months. And with that, there will be lots of
13 traveling; so we wish each of you, family and
14 friends to the homes you are traveling to or if
15 they are traveling to your home, that you have a
16 safe and enjoyable time this holiday season.

17 So from a PMO perspective, the
18 project management team has managed several
19 projects with varying sizes and complexity over the
20 last month. These include:

21 Completed SQL update for the
22 Cigarette licensing application.

23 FCDC also completed PFM Archibus
24 upgrade project this past month.

25 And the project team worked with the

1 vendors to address the integration issues between
2 Archibus and Intellivue.

3 The team successfully deployed
4 Franklin County Health and Human Services portal,
5 which was formally the Women's portal, which has
6 been updated.

7 Successful deployment of the
8 Auditor's eAlert system. The team is working on a
9 few enhancements for the next release.

10 And the PMO team is working on
11 several other significant projects. Some of those
12 are:

13 The Onbase Update project;
14 JPP Blueprint for safety analysis;
15 Support of the New Jail;
16 Nasuni Migration Project;
17 And the Sheriff server migration
18 project.

19 From a Security Team perspective,
20 the Security Team has piloted Tanium, software has
21 been completed and results have been reviewed. The
22 pilot was very successful and met all of the
23 defined use cases for success. And we will have
24 more for that coming in the next month or so, what
25 we are changing from a Data Center perspective.

1 Fourth quarter access certifications
2 are most of the way complete. We are waiting on a
3 few agencies to return them to finalize this
4 quarter. If you are on the list, please send them
5 to Nikki. Just joking.

6 Off network updates were implemented
7 to the rest of the county devices, and were
8 successful. So that's part of what we are working
9 on right now is being able to update devices that
10 are off network, don't always have to be here.
11 That's something new and exciting for us because we
12 can actually reach the devices at our home. The
13 Secure File Transfer Protocol solution was
14 successful. Also completed the Identity Federation
15 solution upgrade, and Security Engineering and
16 Operation. Employees attended the Hackers Teaching
17 Hackers conference. A key area of focus during the
18 conference was Active Directory and additional
19 security measures that organizations should have in
20 place. And the timing of this was perfect, as we
21 were already in the process of reviewing our access
22 rights from an active directory perspective, and we
23 will be bringing forth some recommended changes as
24 needed.

25 With that, I would like to ask Nikki

1 if she has any additional items.

2 MS. MILBURN: Quick update. I'd
3 like to use this time of year to remind everybody
4 it is the holidays, be aware of scams that are
5 cyber-related. It could be a phishing e-mail,
6 where they say we have to update your credit card,
7 and you follow the link, go the site, you plug in a
8 user name and password, they really don't care what
9 it is, but then you enter your card number, they
10 now have your information. A lot of times people
11 use that user name and password, then they will
12 start trying a lot of different sites. Be aware
13 that they are out there, that they are attempting
14 this. MFA is your best friend. I know most people
15 don't like it, but MFA is truly your best friend in
16 protecting your data. If you get an e-mail that
17 looks a little sketchy, and you've all had the
18 training, you know what a phishing e-mail looks
19 like. Go to the website. Don't follow the link.
20 Actively go to the website or go to the app on your
21 phone. A lot of people install the app and place
22 it on their phone too. Go there, and if you're
23 still in doubt, they have a phone number, call them
24 before you start updating information and start
25 plugging in information that was asked for.

1 These are just general safety
2 things. I don't know, I can put together an e-mail
3 if you guys want to share it with your agencies,
4 say, hey, here are some helpful holiday tips for
5 you. I can certainly do that if there's interest.
6 If you do make it to that point, and say, oh, I did
7 this, it's bad, you can contact your bank. A lot
8 of times they will tell you to use your credit card
9 instead of a debit card. Debit card leaves money
10 in your bank account, a credit card you are limited
11 on how much you are liable for. And you can
12 actually dispute the charges, and there's recourse
13 there. A lot of times they tell you to do that.
14 But definitely reach out to your bank, put a freeze
15 on the account, dispute the charges. You can file
16 with the FDIC, which can also provide guidance on
17 what your next steps should be should you encounter
18 fraud. It is the season. Everybody is shopping, a
19 lot of it is online, be consistent, watch for the
20 phishing scams or pop-ups, anything that happens
21 before you start following a link. A lot of times
22 just go to the website directly.

23 That's all I've got.

24 MR. FRUMKIN: I would like to add,
25 in general, tell people and teach yourself and

1 teach your loved ones to look at e-mails and think
2 about things. Because I will tell you that in the
3 last month, I have received at least five or six
4 fraudulent e-mails from either Amazon or the bank
5 or something else that I turned in. I'm one of
6 those diligent people, I send them to the fraud
7 people at the bank, Amazon, things like that. Be
8 wary. One thing I've always done, click on the
9 e-mail and look at the e-mail, and look where the
10 e-mail came from. If it says Amazon, you click on
11 it, it says something other than Amazon, sure
12 enough it's not. Be careful. We want everyone to
13 be careful.

14 I know Julie does not have anything
15 additional today because we've covered it, and it's
16 that time of year that there are no more additional
17 purchases going on.

18 So with that, barring no other
19 questions or comments, I would like to defer back
20 to Auditor Stinziano. And thank you.

21 SECRETARY STINZIANO: Thank you.

22 Are there any questions or comments?

23 Seeing none, that will conclude the
24 Secretary comments.

25

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1 APPROVAL OF MINUTES

2 - - -

3 SECRETARY STINZIANO: We will now
4 move to approval of the minutes from the
5 November 8, 2021 Regular Board meeting. Are there
6 any amendments or corrections?

7 Hearing none, is there a motion for
8 approval?

9 CLERK O'SHAUGHNESSY: I so move.

10 DIRECTOR WHITE: Second.

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

14 Same sign for any opposition.

15 And any abstentions.

16 Minutes are approved.

17 (Vote taken; motion passed)

18 - - -

19 NEW BUSINESS

20 RESOLUTION NO. 21-100

21 - - -

22 SECRETARY STINZIANO: First is
23 Resolution 21-100, Franklin County Technical
24 Equipment Salvage.

25 MS. LUST: Good morning. This

1 resolution approves the disposal of technology
2 that's reached end-of-life, and that the Data
3 Center CIO recommends be disposed. There's nothing
4 out of the norm, and we request your approval of
5 this resolution.

6 SECRETARY STINZIANO: Thank you for
7 the presentation.

8 Are there any questions or comments?
9 Hearing none, is there a motion for
10 approval?

11 CLERK O'SHAUGHNESSY: I so move.

12 MR. CUPPLES: Second.

13 SECRETARY STINZIANO: It's been
14 moved and seconded. All those in favor of
15 Resolution 21-100 being approved, please signify by
16 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. 21-101

23 - - -

24 SECRETARY STINZIANO: Next is
25 Resolution No. 21-101, Franklin County

1 Sheriff/Franklin County Public Facilities
2 Management Technology for the New Jail.

3 MR. CROWTHER: Good morning.
4 Shannon Crowther, Director of IT for the Sheriff's
5 office. This resolution is for the procurement of
6 the technology equipment that is required for the
7 new Franklin County Corrections Center, located at
8 Fisher Road. The funding is through the Public
9 Safety Center Fund, and not to exceed \$429,000.
10 The equipment will be for 140 desktop computers, 18
11 laptops, 27 tablets, various printers and scanners
12 and projectors, and other technology required for
13 that.

14 Pending any questions, I request
15 your approval of this resolution.

16 SECRETARY STINZIANO: Thank you for
17 the presentation.

18 Are there any questions or comments?

19 Seeing no further review, I would
20 like to seek a motion for approval.

21 CLERK O'SHAUGHNESSY: I so move.

22 DIRECTOR WHITE: Second.

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

1 Same sign for any opposition.

2 And any abstentions.

3 Resolution is approved.

4 (Vote taken; motion passed)

5 MS. KREAGER: Thank you.

6 - - -

7 RESOLUTION NO. 21-102

8 - - -

9 SECRETARY STINZIANO: Next is
10 Resolution 21-102, Franklin County Data Center 2022
11 Baseline Procurement and Annual Renewals.

12 MS. LUST: This resolution requests
13 your approval for the Data Center Annual Renewal
14 Baseline Procurement for 2022. All purchases
15 associated with new technology will be brought
16 before this board as a separate resolution prior to
17 procurement and deployment. Planned new technology
18 for 2022 include town-wide public wifi once the POC
19 is complete during the first quarter, new and
20 expanded security software, and consolidation of
21 services and software in the county-wide enterprise
22 agreement.

23 Pending any questions, we request
24 your approval of this resolution.

25 SECRETARY STINZIANO: Thank you for

1 the presentation.

2 Are there any questions or comments?

3 Hearing none, is there a motion for
4 approval?

5 MR. CUPPLES: So moved.

6 DIRECTOR WHITE: 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 NO. 21-103

16 - - -

17 SECRETARY STINZIANO: Next is
18 Resolution 21-103, Franklin County Board of
19 Developmental Disabilities, 2022 Baseline
20 Procurement and Annual Renewal.

21 MR. SHERICK: Good morning. My name
22 is Travis Sherick. I'm the IT Director for the
23 Board of Developmental Disabilities. Similar to
24 the Data Center request, this is for the Board's
25 2022 baseline procurement and annual renewals. All

1 new projects and technology will be brought
2 separately throughout the year. All items and
3 amounts being requested are the same that was
4 submitted earlier in the year for the OMB process,
5 budgeting process. All items would be utilizing
6 agency funds, no GRF funds are being requested.

7 Pending any questions, I request
8 your approval for this resolution.

9 SECRETARY STINZIANO: Thank you for
10 the presentation.

11 Are there any questions or comments?

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

14 DIRECTOR WHITE: So moved.

15 CLERK O'SHAUGHNESSY: 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 - - -

24 RESOLUTION NO. 21-104

25 - - -

1 SECRETARY STINZIANO: Next is
2 Resolution 21-104, Franklin County Engineer 2022
3 Baseline Procurement and Annual Renewal.

4 MR. ESKIN: Good morning. I'm Val
5 Eskin, the IT manager for the county engineer.
6 This resolution is for the engineer's yearly
7 baseline procurement and annual renewals. This is
8 for recurring costs, purchases using engineer's
9 funds.

10 Pending any questions, I request
11 your approval.

12 SECRETARY STINZIANO: Thank you for
13 that presentation.

14 Are there any questions or comments
15 from the Board?

16 Seeing shaking of heads no, is there
17 a motion for approval?

18 CLERK O'SHAUGHNESSY: I so move.

19 MR. KOHLHORST: Second.

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

23 Same sign for any opposition.

24 And any abstention.

25 Resolution is approved.

1 - - -

2 **RESOLUTION NO. 21-105**

3 - - -

4 **SECRETARY STINZIANO:** Next is
5 **Resolution 21-105, Franklin County Data Center WiFi**
6 **Deployment Proof of Concept.**

7 **MS. LUST:** The Data Center
8 **successfully deployed wifi services at several**
9 **locations during 2021, including the new coroner's**
10 **forensic center and fleet management. This**
11 **resolution approves utilization of a Franklin**
12 **County vendor, who holds a state of Ohio contract,**
13 **to perform specialized services during a proof of**
14 **concept for expanded public wifi services for all**
15 **county locations. The POC will be performed during**
16 **the first quarter of 2022 and will provide**
17 **essential information, which will be utilized for**
18 **the Data Center's plan to provide public wifi**
19 **services to most county facilities enabling the**
20 **replacement of county third-party services.**

21 **Pending any questions, we request**
22 **your approval of this resolution.**

23 **SECRETARY STINZIANO:** Thank you for
24 **the presentation.**

25 **Are there any questions or comments?**

1 Seeing 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. 21-106

14 - - -

15 SECRETARY STINZIANO: Next is
16 ~~Resolution 21-106~~, Franklin County Clerk of Courts,
17 e-Filing Support and Software.

18 MS. HUGHES: Good morning, Members
19 of the Board. I'm April Hughes, the IT Program
20 Manager on behalf of Clerk of Courts Maryellen
21 O'Shaughnessy. And with me today is Kristen
22 Wilder, our CMS Manager.

23 This resolution before you
24 authorizes two agreements on behalf of TYBERA,
25 Incorporated. The first agreement is not to exceed

1 1,155,000 for the services contract to upgrade the
2 county e-filing system and to interface it with the
3 new court case management system. The second
4 agreement is a software service agreement with
5 TYBERA at an annual cost of 300,000 to host the
6 e-flex once it has been updated and interfaced with
7 the new court case management system.

8 Pending any questions, we request
9 your approval of this resolution.

10 SECRETARY STINZIANO: Thank you for
11 the presentation.

12 Are there any questions or comments
13 from members of the board?

14 Seeing no further review, I would
15 like to seek a motion for approval.

16 MR. CUPPLES: So moved.

17 DIRECTOR WHITE: Second.

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

21 Same sign for any opposition.

22 And any abstentions.

23 CLERK O'SHAUGHNESSY: I abstain.

24 SECRETARY STINZIANO: Thank you.
25 Resolution is approved.

1 (Vote taken; motion passed)

2 - - -

3 RESOLUTION NO. 21-107

4 - - -

5 SECRETARY STINZIANO: Next is
6 Resolution 21-107, Franklin County Public Health
7 Master Service Agreement.

8 MS. HYLER: Good morning. I'm Tasha
9 Hyler, Deputy Chief of Operations and
10 Communications Officer for the Franklin County Data
11 Center.

12 Today, I seek approval for the
13 Master Service Agreement between the Franklin
14 County Public Health and the Franklin County Data
15 Center. Over the last year, we have worked closely
16 together to clarify and grow Data Center services.
17 This document is reflective of that effort.

18 If there's no questions, I ask for
19 your approval of Resolution 21-107.

20 SECRETARY STINZIANO: Thank you for
21 the presentation.

22 Are there any questions or comments?
23 Hearing none, I would like to seek a
24 motion for approval.

25 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 And any opposition.

6 And any abstentions.

7 Resolution is approved.

8 (Vote taken; motion passed)

9 - - -

10 RESOLUTION NO. 21-108

11 - - -

12 SECRETARY STINZIANO: Next is
13 Resolution 21-108, Franklin County Job and Family
14 Services Master Service Agreement.

15 MS. HYLER: This next MSA is for the
16 Franklin County Department of Job and Family
17 Services. This partner and the Data Center have
18 collaborated on several initiatives over the last
19 year that positively impacted services.

20 Pending any questions, I ask for
21 your approval of Resolution 21-108.

22 SECRETARY STINZIANO: Thank you for
23 the presentation.

24 Are there any questions or comments
25 from the 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. CUPPLES: 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 MR. TALAREK: I will abstain.

11 SECRETARY STINZIANO: Thank you,
12 Zak.

13 Resolution is approved.

14 (Vote taken; motion passed)

15 - - -

16 RESOLUTION NO. 21-109

17 - - -

18 SECRETARY STINZIANO: Next is
19 Resolution 21-109, Franklin County Clerk of Courts
20 Master Service Agreement.

21 MS. HYLER: Next, I present the
22 Master Service Agreement between the Franklin
23 County Clerk of Courts and the Franklin County Data
24 Center. As a former staffer for the Clerk, I know
25 firsthand how important their work is to the

1 community and how technology needs have grown. Our
2 offices have a strong relationship, and I look
3 forward to what is next for this partner.

4 If there's no questions, I ask for
5 your approval of this resolution, 21-109.

6 SECRETARY STINZIANO: Thank you for
7 the presentation.

8 Are there any questions or comments
9 from members of the board?

10 Hearing no further review, I would
11 seek a motion for approval.

12 MR. KOHLHORST: So moved.

13 DIRECTOR WHITE: 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 CLERK O'SHAUGHNESSY: I abstain.

20 SECRETARY STINZIANO: Thank you.

21 The resolution is approved.

22 (Vote taken; motion passed)

23 - - -

24 RESOLUTION NO. 21-110

25 - - -

1 SECRETARY STINZIANO: Next is
2 Resolution 21-110, Mid-Ohio Regional Planning
3 Commission Master Service Agreement.

4 MS. HYLER: I only have four this
5 morning. Finally, I present the Master Service
6 Agreement for the Mid-Ohio Regional Planning
7 Commission, or MORPC for short. This partner has a
8 unique relationship with the public, and the Data
9 Center is happy to support their technology
10 efforts. This agreement is on par with past
11 agreements. And I ask for your approval of
12 Resolution 21-110.

13 SECRETARY STINZIANO: Thank you for
14 the presentation. Once we start getting into the
15 110s, it throws us off a little.

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

18 Hearing none, I would like to seek a
19 motion for approval.

20 CLERK O'SHAUGHNESSY: I so move.

21 MR. CUPPLES: Second.

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

25 Same sign for any opposition.

1 And any abstentions.

2 Resolution is approved.

3 (Vote taken; motion passed)

4 - - -

5 RESOLUTION NO. 21-111

6 - - -

7 SECRETARY STINZIANO: Our final
8 resolution is 21-111, Franklin County Data
9 Center/Franklin County Essential Service Premium
10 Pay Program.

11 MS. LUST: Thank you.

12 And this resolution provides
13 approval of the Data Center's participation in the
14 county's Essential Service Premium Pay Program per
15 the guidelines set by the Franklin County Board of
16 Commissioners. Since March of 2020, the Data
17 Center has continued to provide essential on-site
18 and in-person services enabling our partner
19 agencies to effectively provide essential services
20 to the people and businesses of Franklin County.
21 This premium paid program will reward approximately
22 33 Data Center employees, who both provide these
23 services and earn less than \$35 per hour.

24 Pending any questions, we request
25 your approval of this resolution.

1 SECRETARY STINZIANO: Thank you for
2 your presentation.

3 Are there any questions or comments
4 from members of the board?

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

7 MR. CUPPLES: So moved.

8 CLERK O'SHAUGHNESSY: Second.

9 SECRETARY STINZIANO: It's been
10 moved and a battle for the second, we will give it
11 to the Clerk. All those in favor, please signify
12 by voting aye.

13 Same sign for any opposition.

14 And any abstentions.

15 Resolution is approved.

16 (Vote taken; motion passed)

17 - - -

18 OTHER BUSINESS

19 - - -

20 SECRETARY STINZIANO: That concludes
21 our resolutions. We will move to other business.
22 I will start. We will have a few additional items
23 that the Board needs to review by the end of this
24 year; therefore, unless there's any objection, we
25 will be holding a special data board meeting on

1 Monday, December 20, 2021. We will send a reminder
2 and maybe have better weather, who knows.

3 I will look to each board member,
4 see if there's any further business or comments
5 that you would like to add.

6 Court of Common Pleas?

7 JUDGE BROWN: No, thank you.

8 SECRETARY STINZIANO: Clerk of
9 Courts?

10 CLERK O'SHAUGHNESSY: No, thank you.

11 SECRETARY STINZIANO: Board of
12 Commissioners?

13 MR. TORRES: No, thank you.

14 SECRETARY STINZIANO: Recorder's
15 office?

16 MR. CUPPLES: No, thank you.

17 SECRETARY STINZIANO: Treasurer's
18 office?

19 MR. KOHLHORST: No, thank you.

20 SECRETARY STINZIANO: Board of
21 Elections?

22 DIRECTOR WHITE: No, thank you.

23 SECRETARY STINZIANO: Thank you for
24 being so pleasant with the thank you.

25 We are adjourned. Hope everyone has

1 a wonderful rest of the week.

2 - - -

3 Thereupon, the proceeding adjourned at
4 approximately 9:18 a.m.

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C E R T I F I C A T E

- - -

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 2nd day of January, 2022.

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

My Commission Expires: February 28, 2026.

- - -

C E R T I F I C A T E

- - -

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 2nd day of January

Angela S. Moore



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

My Commission Expires: February 28, 2026.

- - -

FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

Minutes of the December 20, 2021, Special Board Meeting

Date Approved: January 10, 2022



Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim 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



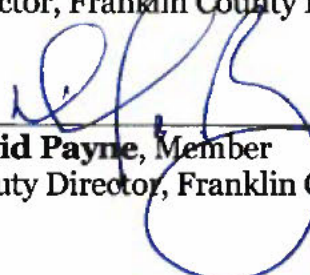
Daniel J. O'Connor Jr., Member
Franklin County Recorder



Cheryl Brooks Sullivan, Member
Franklin County Treasurer

ABSENT

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

- - -

Special Board Meeting

- - -

Proceedings

**Held at 373 South High Street, FCDC Auditorium,
9th Floor, Columbus, Ohio, called at 9:00 a.m.,
on Monday, December 20, 2021.**

- - -

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

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BOARD MEMBERS:

The Honorable Michael Stinziano, Franklin County Auditor, Secretary/Administrator, FCADPB

The Honorable Kim Brown, Member, Franklin County Court of Common Pleas

The Honorable Antone White, Member, Franklin County Board of Elections

Mr. David R. Payne, Member, Franklin County Board of Elections

Ms. Angela Matthews, Delegate, Franklin County Clerk of Courts

Mr. Zak Talarek, Delegate, Franklin County Board of Commissioners

Mr. C. Chris Cupples, Delegate, Franklin County Recorder

Mr. Dusten Kohlhorst, Delegate, Franklin County Treasurer

ALSO PRESENT:

Mr. Adam Frumkin, FCDC Chief Information Officer

Ms. Nikki Milburn, Deputy Chief, Chief Information Security Officer

Mr. Conrad Michael, FCDC Director, Portfolio Management Office

Mr. John Proffitt, Deputy Chief, Chief Technology Officer

Ms. Tasha Hyler, Deputy Chief, Chief Operations and Communications Officer

Ms. Mary Ann Brooks, Executive Administrative Assistant

Ms. Jeanine Hummer, First Assistant Prosecuting Attorney, Franklin County Prosecutor's Office

- - -

	AGENDA	
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17	Adjournment	23

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1 Monday Morning Session

2 December 20, 2021

3 - - -

4 CALL TO ORDER

5 - - -

6 SECRETARY STINZIANO: We will now
7 call the December 20, 2021 Special Automatic Data
8 Processing Board meeting to order. I will do the
9 Pledge of Allegiance.

10 (Pledge of Allegiance)

11 SECRETARY STINZIANO: Thank you
12 everyone for accommodating the Special Data Board
13 meeting this morning. Hope everyone is well. Also
14 appreciate the Data Center staff for making sure we
15 are in a clean, safe, healthy environment.

16 Since we are in special board
17 meeting mode, we have no Secretary comments and no
18 meeting minutes.

19 - - -

20 NEW BUSINESS

21 RESOLUTION NO. 21-112

22 - - -

23 SECRETARY STINZIANO: We will move
24 to our first resolution, which is Resolution
25 21-112, Franklin County Data Center 2022 Allocation

1 and Billing Rates.

2 Michelle.

3 MS. HALSELL: Good morning everyone.
4 My name is Michelle Halsell. I'm the Financial
5 Services Manager of the Franklin County Data
6 Center. This resolution will approve the rates
7 that will be used to bill certain non-general fund
8 agencies and programs, as well as allocations for
9 the countywide cost allocation plan. We were able
10 to remain exactly even on server listing services
11 and data storage, which is the now the lowest
12 amount of our allocations. As you will see,
13 network and iSeries only connection rates appear to
14 have increased substantially. In 2021, we had a
15 decrease due to the 2019 actual cost carry forward.
16 So compared to the 2020 network connections rate,
17 the cost is stable with an increase of the addition
18 of our enterprise communication and collaboration
19 costs that was associated with telephones and
20 voicemail that the Data Center took over this year.
21 Overall, these rates are steady with a slight
22 increase in professional services.

23 And if there are no questions, we
24 request your approval of the rates.

25 SECRETARY STINZIANO: Thank you for

1 the presentation.

2 Are there any questions or comments?

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

5 DIRECTOR WHITE: So moved.

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 Thank you. Resolution is approved.

13 (Vote taken; motion passed)

14 - - -

15 RESOLUTION NO. 21-113

16 - - -

17 SECRETARY STINZIANO: Next is
18 Resolution 21-113, Drug Mental Health Board of
19 Franklin County 2022 Baseline Procurement and
20 Annual Renewal.

21 MR. MAYES: Good morning. My name
22 is Bob Mayes. I'm the Senior IT Director for the
23 ADAMH board. I'm here to present the 2022 baseline
24 procurement and annual renewal in the amount
25 \$597,920. The mission of ADAMH is to provide

1 services to alcohol, drug, mental health services
2 to residents of Franklin County through certain
3 health partner agencies. Without approval of our
4 2022 information technology plan, we could not
5 continue to provide these services to county
6 residents. The resolution will authorize
7 continuation of our baseline annual renewals and
8 procurements as listed. Procurements associated
9 with new programs, technology or software will be
10 presented under separate cover.

11 Pending any questions, I ask for
12 your approval of this resolution.

13 SECRETARY STINZIANO: Thank you for
14 the presentation.

15 Are there any questions or comments?

16 Hearing no further review, I would
17 like to seek a motion for approval.

18 DIRECTOR WHITE: So moved.

19 MR. CUPPLES: Second.

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

23 Same sign for any opposition.

24 And any abstentions.

25 Resolution is approved.

1 (Vote taken; motion passed)

2 - - -

3 RESOLUTION NO. 21-114

4 - - -

5 SECRETARY STINZIANO: Next is
6 Resolution 21-114, Franklin County Office on Aging
7 2022 Baseline Procurement and Annual Renewal.

8 MR. GIOGLIO: Good morning. I'm
9 Eric Gioglio, the IT Manager for the Office on
10 Aging. This resolution will support the continual
11 and efficient operations of the Office on Aging's
12 IT infrastructure by permitting the acquisition of
13 the agency's annual IT renewals and other baseline
14 IT budget items in 2022. The items in this
15 resolution will be purchased with Senior Services
16 levy funds throughout the fiscal year at an
17 estimated cost of \$197,720.

18 If there are no questions, the
19 Office on Aging requests your approval to proceed.

20 SECRETARY STINZIANO: Thank you for
21 the presentation.

22 Are there any questions or comments?

23 Hearing none, I would like to seek a
24 motion for approval.

25 DIRECTOR WHITE: So moved.

1 MS. MATTHEWS: 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 MR. TALAREK: I will abstain.

8 SECRETARY STINZIANO: Thank you
9 Commissioner representative for the abstention.

10 Motion is approved.

11 (Vote taken; motion passed)

12 - - -

13 RESOLUTION NO. 21-115

14 - - -

15 SECRETARY STINZIANO: Next is
16 Resolution 21-115, Franklin County Coroner's Office
17 2022 Baseline Procurement and Annual Renewal.

18 MR. POLING: Good morning. My name
19 is Kyle Poling. I'm the Assistant Director of
20 Operations at the Franklin County Coroner's Office.
21 I'm here today on behalf of Dr. Anahi Ortiz, the
22 Franklin County Coroner.

23 The mission of the Franklin County
24 Coroner's office is to serve and protect the
25 interests of the community by maintaining the

1 highest standard of professionalism and integrity
2 in determining the cause and manner of death. To
3 achieve our mission, information technology is
4 required and necessary for the coroner's office to
5 perform the work that is necessary for our
6 community. With this includes annual recurring
7 software and services. We are asking for your
8 approval for the 2022 baseline annual renewal and
9 procurement associated with the technology
10 software.

11 SECRETARY STINZIANO: Thank you for
12 the presentation.

13 Are there any questions or comments?

14 Hearing none, I would like to seek a
15 motion for approval.

16 DIRECTOR WHITE: So moved.

17 MR. CUPPLES: Second.

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

21 Same sign for any opposition.

22 And any abstentions.

23 (Vote taken; motion passed)

24 - - -

25 RESOLUTION NO. 21-116

1 - - -

2 SECRETARY STINZIANO: Next is
3 Resolution 21-116, Franklin County Human Resources,
4 Human Resources Benefits 2022 Baseline Procurement
5 and Annual Renewal.

6 MS. MARSHALL: Good morning. I'm
7 Maria Marshall, Senior Budget Analyst for Franklin
8 County Human Resources. Today, we are asking for
9 approval of our 2022 recurring budget items. The
10 following items allow us to maintain our current
11 level of service for the HR department, as well as
12 the Board of Commissioner agencies and county
13 agencies at large. We have:

14 Two Xerox XC6070 machines for
15 regular copying and network scanning;

16 Volunteer Local, our cost-effective
17 volunteer scheduling software;

18 Kronos/UKG for timekeeping and
19 workforce management needs;

20 Benefit Express for benefits
21 administration of the Franklin County Cooperative;

22 Meridian LMS, a training and
23 learning management system for Risk Management and
24 HR. We would like to continue using these items
25 for 2022.

1 Pending any questions, we
2 respectively request your approval of 21-116.
3 Thanks.

4 SECRETARY STINZIANO: Thank you for
5 the presentation.

6 Are there any questions or comments?

7 Hearing no further review, I would
8 like to seek a motion for approval.

9 DIRECTOR WHITE: So moved.

10 MR. KOHLHORST: Second.

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

14 Same sign for any opposition.

15 And any abstentions.

16 MR. TALAREK: Commissioner
17 representative will abstain.

18 SECRETARY STINZIANO: Thank you very
19 much.

20 Resolution is approved.

21 (Vote taken; motion passed)

22 - - -

23 RESOLUTION NO. 21-117

24 - - -

25 SECRETARY STINZIANO: Next is

1 21-117, Franklin County Engineer Master Service
2 Agreement.

3 MS. HYLER: Good morning. I'm Tasha
4 Hyler, Deputy Chief of Operations and
5 Communications Office for the Franklin County Data
6 Center.

7 This morning I'm seeking approval
8 for the Master Service Agreement between the
9 Franklin County Engineer's office and the Franklin
10 County Data Center. The Engineer's office has a
11 highly-skilled technology team, and the Data Center
12 is proud to be a partner with them.

13 Pending any questions, I ask for
14 your approval of this resolution.

15 SECRETARY STINZIANO: Thank you for
16 the presentation.

17 Are there any questions or comments?

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

20 DIRECTOR WHITE: So moved.

21 MR. KOHLHORST: Second.

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

25 Same sign for any oppositions.

1 And any abstentions.
2 Resolution is approved.
3 (Vote taken; motion passed)

4 - - -
5 RESOLUTION NO. 21-118

6 - - -
7 SECRETARY STINZIANO: Next is
8 Resolution 21-118, Franklin County Treasurer's
9 Office Master Service Agreement.

10 MS. HYLER: This Master Service
11 Agreement is for the Franklin County Treasurer's
12 office. The Data Center continues to grow our
13 relationship and refine services for their office
14 with their newish IT Director Dusten Kohlhorst.

15 Pending any questions, I ask for
16 your approval of this resolution.

17 SECRETARY STINZIANO: Thank you for
18 the presentation.

19 Are there any questions or comments?

20 Hearing no further review, I would
21 like to seek a motion for approval.

22 DIRECTOR WHITE: So moved.

23 MR. TALAREK: Second.

24 SECRETARY STINZIANO: It's been
25 moved and doubly seconded. All those in favor,

1 please signify by voting aye.

2 Same sign for any opposition.

3 And any abstentions.

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

6 SECRETARY STINZIANO: Thank you very
7 much.

8 Resolution is approved.

9 (Vote taken; motion passed)

10 - - -

11 RESOLUTION NOS. 21-119; 21-120; 21-121; 21-122

12 - - -

13 SECRETARY STINZIANO: Next we have a
14 number of personnel actions. I will look to the
15 board to see if there's any desire to go into
16 executive session. Seeing no additional action
17 there, we will look to Mr. Frumkin to present the
18 resolutions, and then we will come back and vote on
19 each individually.

20 MR. FRUMKIN: Good morning. I'm not
21 only CIO, but I'm HR assistant for the time being
22 since Kassy is on maternity leave, I will present
23 these today.

24 Resolution No. 21-119, Personnel
25 Action, Promotion, Enterprise Financial Analyst 2

1 for AJ Johnson.

2 Since joining the team in April of
3 this year, AJ has demonstrated exceptional
4 accounting, leadership and interpersonal skills.
5 He has mastered all items on his 18-month plan
6 ahead of schedule and proactively seeks new
7 opportunities to contribute to the team. AJ was
8 recognized as Employee of the Quarter for Q3 2021,
9 and processed year-end and COVID incentives with
10 efficiency and accuracy not provided by a payroll
11 specialist in the past. AJ holds a BS in finance
12 and plans to begin work on his Master's degree next
13 year, as well as obtaining his ITFMA certification.

14 Next resolution is Resolution
15 21-120, Promotion for Enterprise Identity Access
16 Management Analyst 2, Michael Bowman.

17 Michael has been on the Enterprise
18 Information Security Identity team since the summer
19 of 2019. In that time, Michael has acquired the
20 CompTIA A+ certification, and the CompTIA Security
21 Plus certification. He's taken ownership of two
22 essential information security programs. The first
23 is the Security Awareness Training and Phishing
24 program. He has taken responsibility for the
25 platform's usage for annual and new hire Security

1 Awareness Training and all Phishing Tests. To go
2 above and beyond just administrating the platform,
3 Michael partnered with the Clerk of Courts office
4 to utilize the KnowBe4 solution to administer
5 additional trainings. Part of the platform
6 management was deploying the Phish Alert button to
7 enable county e-mail users to report phishing
8 e-mails through the click of a button. Michael was
9 instrumental in working with KnowBe4 and partnering
10 with internal teams and partner agencies to make it
11 all happen. He is also responsible for the
12 quarterly network access certifications. This is
13 no small task when it comes to balancing the needs
14 and nuances of each county agency. Feedback from
15 agencies that Michael works with has been extremely
16 positive, and has helped build strong relationships
17 with our partner agencies. Michael has been a
18 tremendous asset to the Information Security Team,
19 and looks forward to furthering his successes with
20 the projects that are in front of him.

21 Resolution 21-121, Personnel Action,
22 Promotion, Enterprise IT Program Manager for Renee
23 Mascari-Bauer.

24 Renee has been with the Enterprise
25 Portfolio Management team since May of 2021. In

1 that time, Renee acquired the Project Management
2 Professional, PMP, certification, which is highly
3 regarded in the professional community. Renee has
4 also quickly demonstrated advanced skills that have
5 improved Data Center outputs and stands out as a
6 natural leader in the Data Center. Renee has taken
7 ownership of several process improvement
8 opportunities for the Data Center. One is the
9 development and implementation of new Project
10 Management software, SmartSheet. This tool has
11 allowed the Data Center to decommission an old
12 application and now gives us more visibility to the
13 book of work. Renee also led a significant change
14 in the organization to switch the time tracking
15 system from an older homegrown application to a new
16 tool that improves performance and reporting.
17 Aside from leading large and impactful change,
18 Renee successfully manages many books of work for
19 multiple partner agencies as a Program Manager.
20 This role will allow Renee to continue to grow as a
21 change agent for the county and improve the
22 consistent delivery of Data Center services.

23 The last and final one is Resolution
24 21-122, Personnel Action, All-Staff Base Salary
25 Increase.

1 So in concurrence with what we have
2 been doing before with the changes with salary we
3 are also doing this with the all-staff base salary
4 increase in conjunction with discussions with
5 commissioners. So we are with this, based on the
6 Board of Commissioners 2022 budget adjustments for
7 non-bargaining employees sent to all county
8 officials on Wednesday, December 15, 2021, we
9 request your approval of the 2.75% base salary
10 increase for all Data Center staff members
11 effective for the pay date January 14, 2022.

12 We request your approval for all of
13 these personnel items.

14 SECRETARY STINZIANO: Thank you for
15 the presentation.

16 We begin with each resolution, start
17 with Resolution 21-119, personnel action, Promotion
18 Enterprise Analyst 2. Are there any questions or
19 comments?

20 With no further review, I would like
21 to seek a motion for approval.

22 MS. MATTHEWS: So moved.

23 JUDGE BROWN: Second.

24 SECRETARY STINZIANO: It's been
25 moved and seconded. All those in favor, please

1 signify by voting aye.

2 Same sign for any opposition.

3 And any abstentions.

4 Resolution is approved.

5 (Vote taken; motion passed)

6 SECRETARY STINZIANO: Next is
7 Resolution 21-120, Personnel Action, Promotion,
8 Enterprise Identity Assessment Analyst 2. Are
9 there any questions or comments?

10 Seeing no further review, I would
11 like to seek a motion for approval.

12 MR. KOHLHORST: So moved.

13 MR. CUPPLES: 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 Resolution is approved.

20 (Vote taken; motion passed)

21 SECRETARY STINZIANO: Next is
22 Resolution 21-121, Personnel Action, Promotion,
23 Enterprise IT Program Manager, are there any
24 questions or comments?

25 Seeing no further review, I would

1 like to seek a motion for approval.

2 DIRECTOR WHITE: So moved.

3 MR. KOHLHORST: Second.

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

7 Same sign for any opposition.

8 And any abstentions.

9 Resolution is approved.

10 (Vote taken; motion passed)

11 SECRETARY STINZIANO: Next and final
12 resolution is 21-122, Personnel Action, All-Staff
13 Salary Increase, are there any questions or
14 comments?

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

17 MR. CUPPLES: So moved.

18 DIRECTOR WHITE: 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 Thank you. The resolution is
25 approved.

1 (Vote taken; motion passed)

2 - - -

3 OTHER BUSINESS

4 - - -

5 SECRETARY STINZIANO: That concludes
6 all of our resolutions. We want to thank everyone
7 for taking the time for the special meeting. I
8 will see if there's any additional feedback or
9 thoughts.

10 Judge Brown?

11 JUDGE BROWN: No, thank you. Happy
12 Holidays.

13 SECRETARY STINZIANO: Clerk of
14 Courts?

15 MS. MATTHEWS: No. Happy Holidays.

16 SECRETARY STINZIANO: Board of
17 Commissioners?

18 MR. TALAREK: No.

19 SECRETARY STINZIANO: Recorder's
20 office?

21 MR. CUPPLES: Happy holidays
22 everyone.

23 SECRETARY STINZIANO: Treasurer's
24 office?

25 MR. KOHLHORST: Not at this time.

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SECRETARY STINZIANO: And our friends at the Board of Elections.

DIRECTOR WHITE: Happy Holidays.

SECRETARY STINZIANO: Thanks everyone. We are adjourned. Hope everyone has a warm, safe holiday.

- - -

Thereupon, the proceeding adjourned at approximately 9:12 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 2nd day of January, 2022.

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

My Commission Expires: February 28, 2026.

- - -

C E R T I F I C A T E

- - -

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 2nd day of January, 2022.

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

ACQUISITION APPROVAL OF COMPUTER HARDWARE,
SOFTWARE AND SERVICES \$49,999.99 OR LESS

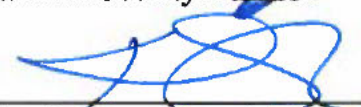
Voting Aye thereon

Voting Nay thereon



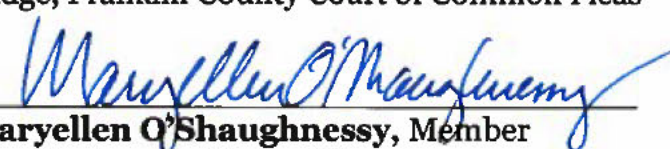
Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



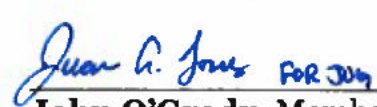
Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner




Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder



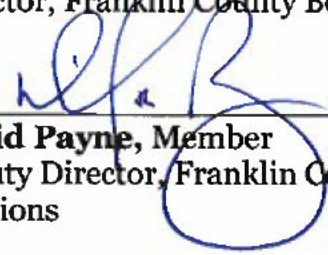
Cheryl Brooks Sullivan, Member
Franklin County Treasurer

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

RESOLUTION NO. 22-001

JANUARY 10, 2022

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

**ACQUISITION APPROVAL OF COMPUTER HARDWARE,
SOFTWARE AND SERVICES \$49,999.99 OR LESS**

WHEREAS, in accordance with Ohio Revised Code Section 307.842, the Franklin County Automatic Data Processing Board may authorize, in writing, any county office to contract for automatic data processing services, or operate or acquire automatic data processing equipment or software; and,

WHEREAS, the Franklin County Automatic Data Processing Board has approved an Information Systems Acquisition Process under Resolution 20-051; and,

WHEREAS, the Data Center Chief Information Officer request the authority of the Board to approve non-Data Center acquisition of computer hardware, software, or services in the amount of \$49,999.99 or less; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board authorizes the Data Center Chief Information Officer or his/her designee to approve the acquisition of computer hardware, software, or services in the amount of \$49,999.99 or less for the period January 10, 2022, through January 09, 2023.

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



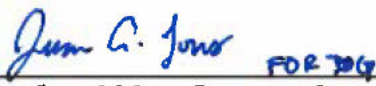
Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



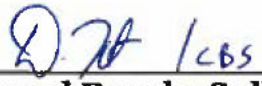
John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner



Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder



Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

ABSENT

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; 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 be placed for public sale or disposal, the technology equipment specified in the attached list.



Franklin County Automatic Data Processing Board
Technical Equipment Salvage Resolution
Resolution #: 22-002
Date: 1/10/2022


Agency	Description	Number of Units
Animal Control and Care	Desktop PC	1
Animal Control and Care	Monitor	1
Data Center	Laptop PC	2
Data Center	Monitor	20
Data Center	Printer	1
Data Center	Router	1
Data Center	Scanner	2
Data Center	Switch	11
Data Center	TV Monitor	1
Data Center	Firewall	1
Fleet Management	Desktop PC	1
Prosecuting Attorney	Desktop PC	5
Prosecuting Attorney	Laptop PC	5
Prosecuting Attorney	Monitor	8
Prosecuting Attorney	Duplicator	1
Sheriff	Desktop PC	26
Sheriff	Laptop PC	2
Sheriff	Monitor	18
Sheriff	Printer	1
Sheriff	Scanner	1

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
ONBASE CONTENT MANAGEMENT SYSTEM UPGRADE

Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

 FOR JOG


John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

 FOR

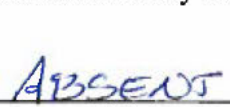
Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

 CBS

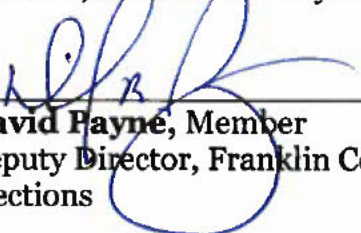
Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

 ABSENT

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
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
ONBASE CONTENT MANAGEMENT SYSTEM UPGRADE**

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, in the normal course of conducting Data Center business, it is necessary to purchase various goods and services; and,

WHEREAS, the attached list describes those purchases the Data Center Chief Information Officer feels are required to continue the normal and usual operation of the Data Center; 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 Franklin County Board of Commissioners' approval, and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board authorizes the expenditure of funds and grants the Data Center Chief Information Officer authorization to approve these requisitions in MUNIS.



Franklin County Automatic Data Processing Board
 Information Technology Procurement Resolution
 Resolution #: 22-003
 Dated: 1/10/2022

Title	OnBase Content Management System Upgrade
Agency	Franklin County Data Center
Amount	Not to exceed \$208,130
Category	Technology Services and Software

Business Justification

OnBase is an enterprise information platform designed to manage content and processes. Utilized primarily by Child Support Enforcement Agency and the Auditor’s Office, the platform is available to all Franklin County agencies.

The new version will increase functionality, including case management support for Child Support Enforcement and full-text search, as well as a modern SQL database structure.

Project Scope

The project will include two phases:

1. Upgrade the database from 32 bit to 64 bit
 - a. Upgrade the database server to SQL Server 2019
 - b. The upgrade will first be performed in a test environment. Superuser testing and UAT approval provided prior to moving to the production environment
2. Upgrade OnBase from v18 to Foundation Enhancement Pack 3 (EP3)
 - a. The upgrade will first be performed in a test environment. Superuser testing and UAT approval provided prior to moving to the production environment
 - b. During this phase, new configurations and projects will be paused
 - c. Production downtime will be scheduled on a weekend. User testing will be required during this time
 - d. Full-text search function deployed

Fiscal Information

Funding Source: Data Center Baseline Budget

Description	Cost/Value
3SG+ Deliverable 1	\$47,781.20
3SG+ Deliverable 2	\$45,135.00
Full Text Search Software Year 1	\$7,738.04
Full Text Search Software Year 2	\$7,738.04
Full Text Search Software Year 3	\$7,738.04
Data Center Resource Value	<u>\$92,000.00</u>
Not to Exceed	\$208,130.32

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY OFFICE OF AGING
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
LEGACY CMS REPLACEMENT: ENTERPRISE CASE MANAGEMENT (ECM)
DEPLOYMENT BY ADSYTECH

Voting Aye thereon

Voting Nay thereon

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Abstained

John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

ABSENT

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 OFFICE ON AGING
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
LEGACY CMS REPLACEMENT: ENTERPRISE CASE MANAGEMENT (ECM)
DEPLOYMENT BY ADSYSTECH**

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 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 #: 22-004

Dated: 01/10/2022

Title	Legacy CMS Replacement: Enterprise Case Management (ECM) developed by Adsystem
Agency	Franklin County Office on Aging
Amount	Not to Exceed \$4,615,000.00
Category	Software and Technology Services

Business Justification

Franklin County Office on Aging (FCOA) is responsible for planning, coordinating, and providing centralized access to diverse programs and services that will assist older adults and their families in maintaining independent living.

To better serve older adults and their families, and as part of the Human Services Levy Review Committee (HSLRC) Levy Review, FCOA needs to replace its existing case management system (CMS) that has been in operation for over 20 years. The legacy application does not support FCOA's business processes and evolving needs. Architecturally the features are outdated, making support and enhancements difficult or impossible because the platform is obsolete.

Description

FCOA is seeking approval to procure a replacement CMS that focuses on security through the use of modern and user-friendly technology. This new solution addresses current business requirements with flexibility for future growth and enhancements while remaining cost-effective. The implementation of ECM will increase the productivity and efficiency of FCOA, thus growing support for important constituents.

Included in this request is:

- Software Licensing and Hosting
- Professional Services for implementation
- Franklin County Data Center Labor Support

Risk

There are no known risks associated with this procurement.

Franklin County Data Center Recommendation

The partner will work with Data Center through the procurement process and through implementation.

Fiscal Information

Funding Source: An estimated \$565,801.00 of levy funds have been approved in the 2022 budget for this project. If additional funds are required, the Franklin County Office on Aging will work with OMB to identify funding.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY AUDITOR
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
2022 BASELINE PROCUREMENT AND ANNUAL RENEWAL

Voting Aye thereon

Voting Nay thereon

Abstained

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

John O'Grady, Member
Franklin County Commissioner



John O'Grady, Member
Franklin County Commissioner

Daniel O'Connor, Member
Franklin County Recorder



Daniel O'Connor, Member
Franklin County Recorder

Cheryl Brooks Sullivan, Member
Franklin County Treasurer



Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Antone White, Member
Director, Franklin County Board of Elections

ABSENT

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 AUDITOR
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
2022 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 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 #: 22-005
 Dated: 1/10/2022

Title	2022 Baseline Procurement and Annual Renewals
Agency	Franklin County Auditor
Amount	\$2,688,255.00
Category	Hardware, Software, and Technology Services

Business Justification

The Auditor’s office will continue its vision to make the operations and services of this office more accessible to constituents through these continued IT expenditures. The recurring costs below represent the Appraisal, Tax Accounting, Dog Licensing, and Financial Reporting software tools vital to our statutory obligations in our services to the public, county, and the local governments within Franklin County. The recurring expenditures below, paired with the budgeted IT Plan for 2022, will improve office productivity, further integrate/streamline processes, and implement tools that make the Franklin County Auditor’s office more responsive to the constituents.

This resolution will authorize the continuation of the current baseline annual renewals and procurements listed below. Procurements associated with new projects, technology, or software will be presented under separate resolutions.

Description

Description Details
Printer supplies & maintenance
Workstation, Monitors, Printers, and Scanners
Adobe annual subscriptions
Apple app store subscription
AutoCAD subscription
CAFR Unlimited licensing renewal
Calendly subscription
Dog licensing system annual license
FCDC Microsoft license chargebacks
GIS enterprise license agreement
GitHub subscription
IasWorld CAMA license
IasWorld Tax accounting license
Laserfiche renewal
SmartyStreets renewal

Snagit license
Ventipix subscription
VMWare
WimWam software renewal
BOR configuration for IasWorld
CAMA mobile assessor support
Cellphone and data plans
Copier lease
FCDC chargebacks
IasWorld Tax accounting development

Risks

No known risks are associated with the renewal and continuation of this current technology.

Franklin County Data Center Recommendation

The Data Center recommends the approval of the above reoccurring information technology items as both teams collaborate to develop and evaluate solutions that result in cost-effective technology for Franklin County. In alignment with our Strategic Initiatives to provide cost-effective, efficient technology and reduce technical debt as well as duplication of technologies, the Data Center is committed to accessing current county enterprise solutions that align to the Franklin County Auditor business.

Fiscal Information


Funding Source: The Auditor’s approved 2022 budget.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY PURCHASING
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
2022 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



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Abstained


John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner

 FOR

Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder

 CBS

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

ABSENT

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
Election

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

**FRANKLIN COUNTY PURCHASING
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
2022 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 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 #: 22-006
 Dated: 1/10/2022

Title	2022 Baseline Procurement and Annual Renewals
Agency	Franklin County Purchasing
Amount	\$112,443.68
Category	Hardware, Software, and Technology Services

Business Justification

Purchasing relies on the Data Center to provide IT support. Purchasing currently encompasses Procurement Services, Print Shop, Mail Room, and the Office of Diversity, Equity, and Inclusion.

This resolution will authorize the continuation of current baseline annual renewals and procurement as listed below. Procurement associated with new projects, technology, or software will be presented under separate resolutions.

Description

Description Details
*Quantity is (1) unless otherwise indicated.
Purchasing:
Konica Minolta multi-function copier and maintenance agreement
Visio license (renewal)
(8) Grammarly licenses (renewal)
(8) Adobe DC licenses (renewal)
Print Shop:
File Maker Pro software license (renewal)
(4) Adobe Suite licenses (renewal)
Gordon Flesch Co., Inc. Contract for Planet Press software remote support
(2) Graphco Quarterly PM Agreements for Presses
Mail Services:
(3) Pitney Bowes Send Pro sorters
Pitney Bowes Send Suite software license agreement (renewal)
Pitney Bowes Business Manager software license agreement (renewal)
Blue Crest sorter maintenance agreement
(4) Adobe DC licenses (renewal)
ODEI:
(2) Adobe DC licenses (renewal)
Visio license (renewal)

Franklin County Data Center Recommendation

The Data Center recommends the approval of the above reoccurring information technology items as both teams collaborate to develop and evaluate solutions that result in a cost-effective technology for Franklin County. In alignment with our Strategic Initiatives to provide cost-effective, efficient technology and reduce technical debt as well as duplication of technologies, the Data Center is committed to accessing current county enterprise solutions that align to the Purchasing business.

Fiscal Information

Funding Source: General Fund per the approved 2022 budget for the Purchasing Department.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY SHERIFF
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
WATCHGUARD BODY-WORN CAMERA AND EVIDENCE MANAGEMENT
SOFTWARE

Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts




John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner



Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder



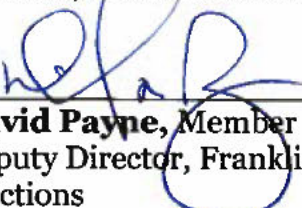
Cheryl Brooks Sullivan, Member
Franklin County Treasurer

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
Election

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

**FRANKLIN COUNTY SHERIFF
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
WATCHGUARD BODY-WORN CAMERA AND EVIDENCE MANAGEMENT
SOFTWARE**

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 Automatic Data Processing Board has determined that it is in the best interest of the County to authorize these expenditures, contingent upon 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 #: 22-007
Dated: 01/10/2022

Title	WatchGuard Body-worn Camera and Evidence Management Software
Agency	Franklin County Sheriff's Office
Amount	Not to Exceed \$2,750,000.00
Category	Software and Technology Services

Business Justification

It is the mission of the Franklin County Sheriff's Office to protect the lives and property of the citizens of Franklin County, to preserve the peace, and to prevent crime and disorder while constantly guarding personal liberties as prescribed by law. The Sheriff's office needs to outfit all of its uniformed deputies with Body Cameras to deliver the mission.

WatchGuard is the current technology used for the Car Video System in Sheriff's vehicles. By implementing WatchGuard Body Cameras, additional capabilities and integration will be realized. The body cameras will work directly with the current system to provide complete documentation of the deputy's interactions with the public. The video from both the in-car technology and the body cameras will synchronize to provide video documentation from multiple angles.

Description

The Sheriff's office seeks approval to procure the WatchGuard Body Camera system for all Franklin County Sheriff's deputies. WatchGuard is cloud-based, allowing efficient storage, management, and distribution of the video data collected. This solution is necessary to support the office's mission and meet the expectations of the constituents they serve.

Included in this request:

- Software Licensing and Hosting
- Hardware
- Professional Services for implementation
- Franklin County Data Center Labor Support

Franklin County Data Center Recommendation

The partner will work with the Data Center throughout the procurement process and implementation. The Data Center is committed to providing this board with regular status updates.

Fiscal Information

Funding Source: This procurement will leverage a State Term Contract, and the Sheriff will work with OMB to identify funding.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
NEW HIRE: ENTERPRISE SUPPORT ANALYST 2

Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

Kim Brown, Member
Judge, Franklin County Court of Common Pleas



Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts

Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner



Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder



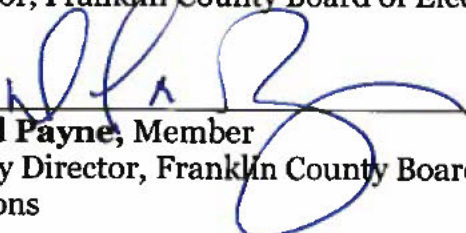
Cheryl Brooks Sullivan, Member
Franklin County Treasurer

Cheryl Brooks Sullivan, Member
Franklin County Treasurer

ABSENT

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
Election

RESOLUTION NO. 22-008

JANUARY 10, 2022

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

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
NEW HIRE: ENTERPRISE SUPPORT ANALYST 2**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to 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 **22-008** 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 personal action number **22-008**.

FRANKLIN COUNTY, OHIO
 AUTOMATIC DATA PROCESSING BOARD

Data Center Personnel Action – New Hire – Tyler Siniff

PERSONNEL ACTION FORM			
TRANSACTION TYPE		New Hire	
EMPLOYEE/CANDIDATE NAME:		Tyler Siniff	
PERSONNEL ACTION NUMBER		22-008	
PERSONNEL ACTION DATE (BOARD)		January 10, 2022	
DATA CENTER SECTION		Enterprise IT / Support	
NEW JOB POSITION / TITLE		Enterprise Support Analyst 2	
PAY GRADE		7	
EFFECTIVE DATE		January 10, 2022	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$43,243	\$49,730	\$56,216	
		BASE RATE	ANNUAL SALARY
NEW		\$25.00	\$52,000
<u>KEY RESPONSIBILITIES OF ROLE</u>			
<ul style="list-style-type: none"> • Friendly and supportive IT technical services for partner agency users countywide, provided via phone, email, online requests, live remote, and in-person • Hardware Deployment and Support • PC Imaging and Application Installs and Support • Mobile Device, Multi-Factor Authentication (MFA), and VPN Support • IT Service Management Platform Utilization and Documentation • Asset Management • User Account Management and Security 			
<u>EMPLOYMENT NOTABLES</u>			
<ul style="list-style-type: none"> • Mr. Siniff has more than 8 years experience providing IT support services in a variety of central Ohio organizations, including the Electronic Classroom of Tomorrow (ECOT), AEP, and McGraw-Hill. • His technical experience is more varied than most of our current team, as it includes a good deal of support for macOS devices, which are increasingly popular with County users intermittently working from home. • While at ECOT (2013-2018) Tyler worked extensively with current FCDC team members Dave Staley and Josh Miller, both of whom can vouch for his technical acumen and tireless work ethic. 			

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

EDUCATION & OTHER CREDENTIALS

- High School Diploma, Electronic Classroom of Tomorrow (ECOT)
- Apple Certified Mac Technician (ACMT), 2017
- HP Commercial Service Qualification, 2021

RELEVANT WORK EXPERIENCE

- End-User IT Support – 8 years
- Windows OS Troubleshooting – 8 years
- Mac OS Troubleshooting – 8 years
- PC Hardware Deployment and Repair – 8 years
- Asset Management – 3 years
- Mobile Device Management (JAMF) – 2 years

SCREENING STATUS

- Professional References: In progress.
- Background Check: Results pending. Contingent offer.
- Pre-Employment Drug Testing: Results pending. Contingent offer.

John Proffitt, Chief Technology Officer / Deputy CIO

TYLER SINIFF



About

Dedicated and hardworking individual with solid experience in IT Support. Outstanding problem solving, communication and organizational skills. High adaptability and works well under pressure.



EXPERIENCE

ITSM Tier 2 Technology Depot | Apex Systems for American Electric Power September 2019-Present

- Service Now
 - Fulfill incoming Tasks, Incidents, and Escalations
 - Manage and maintain asset database
 - Proactively identify and address trending issues
- Hardware/Software Support
 - PC/Mac repairs and data migration
 - Support managed equipment in JAMF
 - On-site troubleshooting for all Mac/windows machines.
 - Perform tests and assist in application/software development
 - Perfect rate of success in handling escalations
- JAMF Management
 - Create and Maintains scripts
 - AppleScript
 - Bash
 - Create and Maintains application packages
 - Manage software patches
 - Assign and maintain assets in JAMF

Desktop Engineer | NSC Global/Atos for McGraw Hill Education

March 2018 – September 2019

- Service Now
 - Fulfill incoming Tasks, Incidents, and Escalations
 - Maintain perfect SLA across all tickets
 - Compose and review weekly reports
 - Proactively identify and address trending issues
- Asset Management
 - Ensure accurate physical inventory
 - Manage and maintain asset database
 - Manage and maintain Mac equipment via JAMF
 - Weekly reports to confirm inventory numbers

- Hardware/Software Support
 - PC/Mac repairs and data migration
 - Support managed equipment in JAMF
 - Tier 3 troubleshooting for McGraw Hill's hardware
 - Tier 2 troubleshooting for McGraw Hill's software
 - Perform tests and assist in application/software development
 - Perfect rate of success in handling escalations

Educational Technology Specialist II | Electronic Classroom of Tomorrow

July 2015 – February 2018

- Hardware Support
 - Handle PC/Mac repairs
 - Repair/replace Jabra phone equipment
 - Maintain 3D printers, metal and woodworking machinery
- Software Support
 - Tier 2 troubleshooting of Learning Management System
 - Tier 2 troubleshooting of company software
- Proper utilization of CRM
- Tier 2 troubleshooting for networking equipment and issues
- Provide technical support for company sponsored events and field trips
- Quality Assurance on software releases

Helpdesk Technician | Electronic Classroom of Tomorrow

August 2013 – July 2015

- Provide technical support to ECOT's students and families
- Tier 1 troubleshooting of ECOT software
- Tier 1 troubleshooting of networking issues
- Proper utilization of CRM



SKILLS

- Data Analysis
 - V-lookup
 - Pivot Tables
 - Conditional statements
 - All functions relating to data analysis
- Microsoft Office
 - Word – Advanced
 - Excel – Advanced
 - PowerPoint – Advanced
- Effective problem solving
- Adaptability
- Customer Service
- Team oriented
- Ability to work under pressure



EDUCATION/CERTIFICATIONS

High School Diploma

| ECOT

Apple Certified Mac Technician

| ACMT 2017

HP Commercial Service Qualification

| HP 2021

References

Name: Sean O'Donnell
Title: Manager of Education Technology
Company Name: Electronic Classroom of Tomorrow
Phone: 614-361-2889
Location: 3700 S High St #95, Columbus, OH 43207

Name: J.D. Cain
Title: Manager of Operational Development
Company Name: Electronic Classroom of Tomorrow
Phone: 614-589-7726
Location: 3700 S High St #95, Columbus, OH 43207

Name: Elijah Hiser
Title: Director of Educational Technology
Company Name: Electronic Classroom of Tomorrow
Phone: 614-519-9953
Location: 3700 S High St #95, Columbus, OH 43207

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
NEW HIRE: ENTERPRISE SUPPORT ANALYST 2

Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



Kim Brown, Member
Judge, Franklin County Court of Common Pleas

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Maryellen O'Shaughnessy, Member
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John O'Grady, Member
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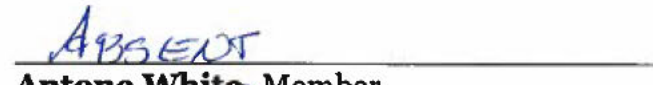
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Daniel O'Connor, Member
Franklin County Recorder



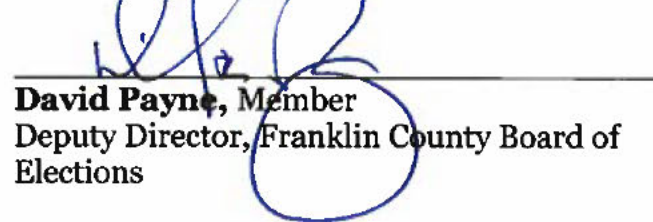
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Deputy Director, Franklin County Board of
Elections

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Election

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

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
NEW HIRE: ENTERPRISE SUPPORT ANALYST 2**

WHEREAS, Ohio Revised Code Section 307.844 provides that, subject to 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 **22-009** 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 personal action number **22-009**.

FRANKLIN COUNTY, OHIO
 AUTOMATIC DATA PROCESSING BOARD

Data Center Personnel Action – New Hire – Vincent Smithers

PERSONNEL ACTION FORM			
TRANSACTION TYPE		New Hire	
EMPLOYEE/CANDIDATE NAME:		Vincent Smithers	
PERSONNEL ACTION NUMBER		22-009	
PERSONNEL ACTION DATE (BOARD)		January 10, 2022	
DATA CENTER SECTION		Enterprise IT / Support	
NEW JOB POSITION / TITLE		Enterprise Support Analyst 2	
PAY GRADE		7	
EFFECTIVE DATE		January 10, 2022	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$43,243	\$49,730	\$56,216	
		BASE RATE	ANNUAL SALARY
NEW		\$25.9615	\$54,000
<u>KEY RESPONSIBILITIES OF ROLE</u>			
<ul style="list-style-type: none"> • Friendly and supportive IT technical services for partner agency users countywide, provided via phone, email, online requests, live remote, and in-person • Hardware Deployment and Support • PC Imaging and Application Installs and Support • Mobile Device, Multi-Factor Authentication (MFA), and VPN Support • IT Service Management Platform Utilization and Documentation • Asset Management • User Account Management and Security 			
<u>EMPLOYMENT NOTABLES</u>			
<ul style="list-style-type: none"> • Mr. Smithers has more than 10 years experience providing IT support services in the military and private industry, including the Army, OhioHealth, Huntington, and most recently Bob Evans. • In his current role Vince has distinguished himself as a lead technician and maintains support for both in-store and corporate office users simultaneously. He’s also shown technical leadership by developing extensive documentation to assist his support colleagues. • His hands-on IT experience combined with networking and security certifications and formal education make him an ideal candidate for our team. We are looking forward to adding his unique perspective to our operations; he will help us continue to make year-over-year process, documentation, and service improvements. 			

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

EDUCATION & OTHER CREDENTIALS

- In Progress: B.A. IT Network Operations and Security (116 credit hours to date), Western Governors University, Salt Lake City, UT
- High School Diploma, Whetstone High School, Columbus, OH
- Cisco CCENT
- CompTIA Security+
- ITIL Foundations
- CompTIA Project+
- CompTIA Cloud Essentials
- LPI Linux Essentials

RELEVANT WORK EXPERIENCE

- End User IT Support – 13 years
- Windows OS Troubleshooting – 7 years
- IT Security Operations / MFA / VPN – 6 years
- Network Support – 2 years

SCREENING STATUS

- Professional References: In progress.
- Background Check: Results pending. Contingent offer.
- Pre-Employment Drug Testing: Results pending. Contingent offer.

John Proffitt, Chief Technology Officer / Deputy CIO



OBJECTIVE: Seeking to fill the open Enterprise Support Analyst position

SUMMARY OF QUALIFICATIONS:

CCENT	CompTIA Security+	Configuration Support
ITIL Foundations	CompTIA Project+	CompTIA Cloud Essentials
Desktop Support	Team Player	LPI Linux Essentials

EXPERIENCE:

September 2017 – Present: IT Support Analyst 2/Desktop Support, Bob Evans, Columbus, Ohio

- Currently provides 2nd level break/fix support for 430+ restaurants' Point of Sale (POS) Systems, printer, network switches, firewalls, and office workstations. Worked closely with all internal and external support teams to identify persistent problems and work towards a resolution.
- Created documentation to contribute to the Service Desk's Knowledgebase that was essential for level one technicians to perform their duties. I created documentation detailing common troubleshooting and trending issues that streamlined support for Bob Evan's end users.
- Provides break/fix support for Bob Evans corporate employees for Outlook, Mobile email, Office 2013, Office 365, Internet browser, VPN Connectivity and Windows 10. I also provided end user and migration support during the migration of corporate workstations to Windows10.
- Was awarded the Good Direction Award for recognition of feedback of superior customer service that I provided to end users while resolving their issues in a timely manner.

November 2015 – August 2017: Helpdesk Analyst, TekSystems, Columbus, Ohio

- Served on IT Service Desk of Huntington supporting over 13,000 internal employees. Provided initial troubleshooting of hardware, software, mobile, and printer issues. Also, performed follow up on open ServiceNow incidents to ensure incidents were resolved in a timely fashion.
- Created numerous knowledge base articles that assisted other colleagues with resolving end user's issues. I was able to utilize internal and external knowledge articles to support our internal users, while providing superior customer support by going above and beyond.
- Successfully assisted end users with resetting their passwords for various banking applications, both in office and remotely. Was also successful with resolving colleague's VPN connectivity issues. While training colleagues remotely on various know how on common software and hardware troubleshooting.

November 2014 – November 2015: IS Support Technician, TekSystems, Columbus, Ohio

- Served as the first contact for incident and service requests for end users - locally and remotely of OhioHealth. Provided support for a wide range of support for hardware and applications including, PC hardware, Windows XP, Windows 7, Microsoft Office Suite, Mac OS, Android, and iOS. Provides support in various projects in preparation of OhioHealth's transition to the clinical application CareConnect (EPIC).
- Triaged and collects accurate data from end users in over 2,500 incidents. With my technical knowledge and troubleshooting skills, I was able to resolve over 75% of the incidents I triaged on the first call. Used the incident management process to collect critical data and prioritize incidents to route to the correct support teams for resolution.
- Demonstrated superior customer service which was reported by end users in a customer service survey, that was provided to the end user after completion of the incident handling process.

June 2010 – December 2014: Information Technology Specialists U.S. Army, Fort Huachuca, AZ

- Managed two teams of IT professionals to manage Computer Network Defense (CND) and Host Based Security System (HBSS) assets that protected over 525,000 computer systems.
- Ensured the successful deployment and operational status of more than 160 McAfee RealSecure IPSs by working with local and remote sites to facilitate replacement of the legacy devices.
- Created and tracked over 1,272 Critical Information Reports (CIR) ensuring timely notification of system outages within the network to higher Leadership.

March 2008 – June 2010: Information Technology Specialists, U.S. Army, Yongsan, South Korea

- Provided technical support to over 8,000 users on the South Korean Peninsula. Supervisor of and led 27 personnel in ensuring that all network equipment was functional for VIP missions; yielded 100% success rate.
- Developed Mentorship program that resulted in 17 personnel earning commercial IT certifications.

Education:

- Western Governors University, 116 Credit Hours in BA IT-Network Operations and Security, Salt Lake City, UT. April 2021 graduation planned.
- High School Diploma, Whetstone High School, Columbus, OH
- Advance Leader's Course, Fort Gordon, GA

Franklin County Data Center Financial Update as of January 5, 2022

2022 Revenue	Original Appropriation	Revised Budget	YTD Collected	Delta	Percent Collected
	3,818,611		-	-	0.00%

2022 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Available
Salaries and Wages	6,044,028		-	-	6,044,028	100.00%
Benefits and Taxes	2,399,956		-	-	2,399,956	100.00%
Materials and Services	10,637,222		-	-	10,637,222	100.00%
Capital Investment	-	-	-	-	-	
Total	19,081,206	-	-	-	19,081,206	100.00%