

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: June 2, 2023

Subject: Agenda for the Monday, June 5, 2023, Data Processing Board Meeting

The proposed agenda for the Monday, June 5, 2023, Franklin County Automatic Data Processing Board meeting is attached for your review. The meeting will be held in the FCDC Auditorium (Olympus) on the 9th floor of the Franklin County Courthouse, 373 S. High Street, Columbus, Ohio 43215.

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

AN AGENDA WILL BE PROVIDED TO YOU AT THE MEETING.

Cc: The Honorable Cheryl Brooks Sullivan, Member, Franklin County Treasurer
The Honorable 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
Andrew Byerly, 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
Lilly Tesfai, Delegate, Franklin County Treasurer
Orvell Johns, Delegate, Franklin County Treasurer
Victoria Troy, Delegate, Franklin County Treasurer
Steven Bulen, Delegate, Franklin County Board of Elections
Erin M. Gibbons, Delegate, Franklin County Board of Elections

AGENDA-Automatic Data Processing Board Meeting, June 5, 2023

9:00 A.M. Convene in Regular Session

- **Call to Order**
- **Pledge of Allegiance**
- **Secretary's Comments**
- **Approve or amend the Minutes of May 1, 2023, Regular Data Board Meeting**
- **New Business**

-- **Resolution No. 23-086 Franklin County Technical Equipment Salvage**

-- **Resolution No. 23-087 Franklin County Data Center – Quickbase Application Development Platform.**

-- **Resolution No. 23-088 Franklin County Data Center – Cabling Services Associated With Network Upgrades.**

-- **Resolution No. 23-089 Franklin County Public Defender – Procurement for a Digital Evidence Management Solution.**

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. 23-090 Personnel Action – Promotion – Deputy Officer, Chief Technology Officer

-- Resolution No. 23-091 Personnel Action – Promotion – Assistant Director, Enterprise IT

-- Resolution No. 23-092 Personnel Action – Promotion – Assistant Director, Enterprise IT

-- Resolution No. 23-093 Personnel Action – Promotion – Enterprise Support Analyst 2

-- Resolution No. 23-094 Personnel Action – New Hire – GX Concourse Manager

-- Resolution No. 23-095 Personnel Action – Backfill – Enterprise Identity Access Management Analyst 1

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

Reconvene in Special Session

- **Resolution No. 23-090 Personnel Action – Promotion – Deputy Chief, Chief Technology Officer**
- **Resolution No. 23-091 Personnel Action – Promotion – Assistant Director, Enterprise IT**
- **Resolution No. 23-092 Personnel Action – Promotion – Assistant Director, Enterprise IT**
- **Resolution No. 23-093 Personnel Action – Promotion – Enterprise Support Analyst 2**
- **Resolution No. 23-094 Personnel Action – New Hire – GX Concourse Manager**
- **Resolution No. 23-095 Personnel Action – Backfill – Enterprise Identity Access Management Analyst 1**


Other Business

Adjourn

FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

Minutes of the May 01, 2023, Regular Board Meeting

Date Approved: June 05, 2023



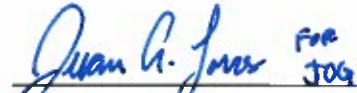
Michael Stinziano, Secretary, Administrator
Franklin County Auditor




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




Maryellen O'Shaughnessy, Member
Franklin County Clerk of Courts



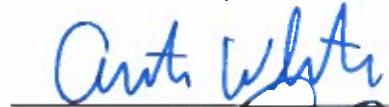
John O'Grady, Member
Franklin County Commissioner




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



Cheryl Brooks Sullivan, Member
Franklin County Treasurer



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

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Regular Board Meeting

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Proceedings

**Held at 373 South High Street, FCDC Auditorium,
9th Floor, Columbus, Ohio, called at 9:00 a.m.,
on Monday, May 1, 2023.**

- - -

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

1 BOARD MEMBERS:

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

3
4 The Honorable Kim Brown, Member, Franklin County
Court of Common Pleas

5 The Honorable Maryellen O'Shaughnessy, Member,
Franklin County Clerk of Courts

6
7 The Honorable Antone White, Member, Franklin County
Board of Elections

8 The Honorable David R. Payne, Member, Franklin
County Board of Elections

9
10 Mr. Juan Torres, Delegate, Franklin County Board of
Commissioners

11 Mr. Robert Hinton, Delegate, Franklin County
Recorder

12
13 Mr. Dusten Kohlhorst, Delegate, Franklin County
Treasurer

14
15 ALSO PRESENT:

16 Ms. Julie Lust, Chief Financial Officer
17 Ms. Kassy Franz, Chief People Officer
Tasha Hyler, Chief Operating and Communications
Officer

18 Mr. John Proffitt, Deputy Chief, Chief Technology
Officer
19 Nikki Milburn, Chief Information Security Officer
Ms. Mary Ann Brooks, Executive Administrative
Assistant

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

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Monday Morning Session

May 1, 2023

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CALL TO ORDER

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SECRETARY STINZIANO: We are now calling the meeting to order. If Clerk O'Shaughnessy would lead us in the Pledge of Allegiance.

(Pledge of Allegiance.)

SECRETARY STINZIANO: Good morning everyone. Hope you are doing well. Thank you for being here today. We got to May, huva vatwa (ph). No one will understand what that means. Maybe the Clerk will let us know later. Thank you all for preparations for today's meeting.

It is the May 1st, 2023 Data Board meeting. We will move on to Secretary comments, where we have a wonderful stand-in for Mr. Frumkin in Tasha.

The floor is yours.

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SECRETARY COMMENTS

- - -

1 MS. HYLER: Good morning. Welcome,
2 Data Board Members and Delegates. I'm Tasha Hyler,
3 Chief Operations and Communications Officer here at
4 the Data Center. And I'm very happy to be standing
5 in for Adam today while he spends some time with
6 his family. Very much needed. And I hope everyone
7 had a great weekend, even though this is the first
8 of May. In my earlier comments, I was going to
9 save you from some Justin Timberlake comments and
10 Star Wars jokes, but I think we hit them already.

11 Moving on, we have had some large
12 agendas over the past several months. This is not
13 the case today. This agenda is less than 10
14 resolutions, and you already know half of them are
15 MSAs. So we'll go ahead and get going.

16 I wanted to kick it off with
17 recognizing Adam Frumkin for being recently named a
18 2023 Top 25 Doers, Dreamers, and Drivers from
19 Government Technology Magazine. The Editor of
20 Government Technology had this to say: Every year,
21 our Top 25 winners demonstrate an unwavering
22 commitment to the often unglamorous work of making
23 sure the systems that run government nationwide are
24 accessible, reliable, and fit for the 21st Century,

1 and this year is no exception. I think to know
2 Adam, it is understandable why he was selected this
3 year. Adam's commitment to our team and Franklin
4 County is commendable. And please let him know I
5 said nice things about him. That would be great.

6 So moving on to projects. If you
7 needed any proof spring has sprung around here, all
8 you need to do is take a look at our project
9 portfolio. Our book of work includes a total of 32
10 projects, which is an increase from last month,
11 even after closing three projects in April.
12 Amongst keeping the lights on, efforts, incidents,
13 and other work, the Data Center is actively working
14 on 27 of the 32 projects.

15 A few mentions is the Data Center
16 was able to rapidly respond to and clarify an
17 urgent project request last month from the Franklin
18 County Clerk of Courts to assist with a case filing
19 enhancement.

20 Additionally, we also quickly
21 engaged with Public Facilities Management and ODOT
22 to begin crafting a plan for our systems and
23 services for work from ODOT that may impact power
24 to many of the buildings here in the downtown

1 complex later this month.

2 And finally, I saved the best for
3 last, The Data Center spent the afternoon at
4 Huntington Park last week with the Board of
5 Commissioners staff and other agencies to celebrate
6 the launch of the State of the County report. The
7 Data Center partners annually with Public
8 Informations Officer Tyler Lowry and staff for his
9 new website and a printed report highlighting what
10 Franklin County is doing for our community and the
11 commissioners' core principles of governance. I
12 heard such good things about the event, and now I'm
13 kind of ready for flipper season.

14 With that, I would like to ask Nikki
15 Milburn to give a brief security update.

16 MS. MILBURN: Thank you.

17 My team and myself and Adam had the
18 opportunity in the last two to three weeks to
19 attend conferences, and honestly, speak at one as
20 well. So a couple of people from my team went to
21 the Third-Party Risk Management Conference. So
22 with that, as we are doing the third-party risk
23 assessments through the link process, you will see
24 some of the questions will probably change. They

1 may be reaching out a little bit more, but it's
2 taking what they learned to be able to apply that
3 to the county to make sure we are doing our due
4 diligence when we are bringing in vendors,
5 contractors, and software solutions.

6 Adam and I both had the opportunity
7 to speak at the Comp/PTI Virtual CIO Summit last
8 week. A lot of what you're seeing on these
9 security agendas revolve around Your Trust
10 framework, ChatGPT, and how to retain talent.
11 Those are some of the big topics that are happening
12 in security right now.

13 We are kind of looking at zero
14 trust, and what does it mean, how does it apply.
15 That is a federal standard that is coming out. So
16 if there's any federal grant money, we would have
17 to move towards that path. But conceptually, it's
18 how do we manage an environment with no boundaries.
19 So it used to have your network boundaries, that's
20 what you were protecting. That's kind of going
21 away. As we move more towards SaaS, PYOD, that
22 boundary is gone. So we need to change up kind of
23 how we think about security. What are we doing to
24 better protect that data that moves back and forth

1 and the services we provide. Not just protecting
2 the data, but making sure we have the up time and
3 that people have access when they need it. Those
4 are some of the bigger topics we are looking at.

5 When it comes to retention, what we
6 are hearing is a lot of people want opportunities
7 to grow and learn. It's not all about money
8 anymore. It's what are we doing to provide them
9 those opportunities, what training are we providing
10 for them, what conferences are we making available
11 to them, do we have a career path. So there's a
12 pretty big focus on my team to start moving that
13 way, continuing to move that way.

14 We are looking at other learning
15 tools that are targeted specifically for security
16 folks. Where they can go in, they can do the labs
17 in a sandbox environment, and you don't have to
18 worry about your own environment. Those are some
19 of the big topics that are happening right now in
20 security. So don't be surprised if you hear from
21 me a little bit more on the zero trust and what
22 does it mean. And then also on the vendor side you
23 may see some changes coming in as well.

24 Thank you.

1 MS. HYLER: Thank you, Nikki.

2 Now on to Julie for the financial
3 update.

4 MS. LUST: Good morning everyone.

5 Revenue is running a little behind
6 where we would expect it to be this time of the
7 year. And that's just because we haven't sent out
8 the first quarter resource bills yet. We hope to
9 have them out by the end of May. And we still do
10 expect to recover the four million dollars in 2023
11 that is budgeted.

12 Expenses are where we expect them to
13 be this time of the year with 40% of our budget
14 either spent or incumbered at this time. We did
15 move around some contractor money in order to
16 assist with the Kentico upgrade, and also the
17 project management for the OnBase and Intellicloud
18 upgrade. But still we are trending well below
19 where we thought we would be for assistance from
20 third-party vendors.

21 The Commissioners are in the process
22 of opening up a purchase order for the Network
23 Reliability Fund for the procurement of switches
24 and Wi-Fi access points to be utilized for the

1 network upgrade at the courthouse at 345 South High
2 Street. The vendor provided their recommendation
3 for that location on Friday. And this week we will
4 begin developing a project planned and timeline for
5 those upgrades.

6 This week the project team will also
7 begin working with the third-party vendor and the
8 BRMs to start scheduling the evaluations at the
9 other locations.

10 Pending any questions, this
11 completes the financial update.

12 MS. HYLER: Thank you, Julie.

13 Barring any other questions or
14 comments, I will defer back to Auditor Stinziano.
15 And thank you for your continued support of the
16 Data Center.

17 SECRETARY STINZIANO: Thank you for
18 the presentations.

19 Are there any questions or comments?

20 - - -

21 APPROVAL OF MINUTES

22 - - -

23 SECRETARY STINZIANO: Seeing none,
24 we will next move to approval of the minutes from

1 the April 3, 2023 Regular Board meeting. Are there
2 any amendments or corrections?

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

5 CLERK O'SHAUGHNESSY: I so move

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 Minutes are approved.

13 (Vote taken; motion passed)

14 - - -

15 NEW BUSINESS

16 RESOLUTION NO. 23-078

17 - - -

18 SECRETARY STINZIANO: We will now
19 move to New Business.

20 First is Resolution 23-078, Franklin
21 County Technical Equipment Salvage.

22 MS. LUST: Thank you.

23 This is equipment that the Data
24 Center has deemed is no longer able to be utilized

1 and is ready for disposal. There's nothing unusual
2 on this list.

3 And pending any questions, I request
4 your approval of this resolution.

5 SECRETARY STINZIANO: Thank you for
6 the presentation.

7 Are there any questions or comments?

8 Hearing none, I would like to seek a
9 motion for approval.

10 CLERK O'SHAUGHNESSY: I so move.

11 MR. HINTON: Second.

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

15 Same sign for any opposition.

16 And any abstentions.

17 Resolution is approved.

18 (Vote taken; motion passed)

19 - - -

20 RESOLUTION NO. 23-079

21 - - -

22 SECRETARY STINZIANO: Next is
23 Resolution 23-079, Franklin County Public Health,
24 Contract with Carahsoft for Accela Software.

1 MS. BURNS: Good morning. Cassandra
2 Burns from the Franklin County Public Health, IT
3 Systems supervisor. I don't come here often so
4 please don't laugh at me.

5 SECRETARY STINZIANO: We are so
6 happy you are here.

7 MS. BURNS: I was asking Melissa
8 about my speech and what I needed to say.

9 So I'm here on behalf of our
10 environmental health department. We are replacing
11 our health space, HDIS, and our beloved rabies app
12 with the Accela software. Other health departments
13 in central Ohio will be using this as well. So
14 it's a collaborative effort. We have Delaware,
15 Marysville, and I believe, the county below us, I
16 don't know it by heart. My apologies. However,
17 I'm just here --

18 SECRETARY STINZIANO: You can say
19 Pickaway.

20 MS. BURNS: Yes. Sure. I'm just
21 asking for your approval. And if you have any
22 questions, please feel free to ask me and I will
23 answer to my best ability.

24 SECRETARY STINZIANO: Welcome. You

1 are welcome here any time. We are here every
2 month.

3 MS. BURNS: But if anyone has any
4 questions, please feel free.

5 SECRETARY STINZIANO: Any questions
6 or comments from members of the Board?

7 See you did a great job, no review.
8 I would like to seek a motion for
9 approval.

10 CLERK O'SHAUGHNESSY: I so move.

11 DIRECTOR WHITE: Second.

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

15 Same sign for any oppositions.

16 And any abstentions.

17 Resolution is approved.

18 (Vote taken; motion passed)

19 - - -

20 RESOLUTION NO. 23-080

21 - - -

22 SECRETARY STINZIANO: Next is
23 Resolution 23-080, Franklin County Clerk of Courts,
24 Contract with CSI Computing System Innovations.

1 MR. LUCKHAUPT: Good morning members
2 of the Data Board. Adam Luckhaupt, Director of
3 Technology, CIO.

4 This resolution before you is a
5 quote that will be used to contract with CSI
6 Commuting Systems Innovations via their GSA
7 contract. There will be a services contract in the
8 amount of \$138,780 and a SaaS agreement for a
9 one-year agreement, with four one-year renewals for
10 a total of \$2,178,000. This software allowed the
11 county to purchase redaction, extraction and
12 workflow automation software called Inteledac AI.
13 Redaction software is essential in protecting
14 sensitive information from unauthorized disclosure.
15 This software will save time and resources while
16 automating most forms of redaction. And then the
17 greatest benefit of this software will be in the
18 information extraction from documents and the
19 subsequent automated data entry into the new case
20 management system. This software has identified --
21 has advanced learning algorithms that will
22 continually improve in the accurate identification
23 data elements for incoming e-files.

24 Pending any questions, I request

1 your approval of this resolution.

2 SECRETARY STINZIANO: Thank you for
3 the presentation.

4 Are there any questions or comments?

5 JUDGE BROWN: Actually, I believe
6 Jen wanted to say something.

7 MS. GOODMAN: Good morning Board
8 Members. Jennifer Goodman, I'm the Executive
9 Director from the Common Pleas Court General
10 Division.

11 I just wanted to add that while we
12 certainly support moving forward with CSI and all
13 of the other functionality it provides. There
14 really needs to be more conversation around the
15 auto-approving of the e-filings. And I just wanted
16 to make that known so we can address that when the
17 time is appropriate. But it's going to be
18 important that that is a process that is discussed
19 with the courts so that we -- it's a very different
20 process change, and it's going to be important we
21 work together to determine what is appropriate to
22 be auto-approved in this software. Okay?

23 MR. LUCKHAUPT: We will do so.

24 JUDGE BROWN: Thank you, Jen.

1 SECRETARY STINZIANO: Any questions
2 or comments from members of the Board?

3 CLERK O'SHAUGHNESSY: I just want to
4 thank Adam for being here. And I know he has some
5 comments he wants to make later just right before
6 we adjourn. But again, thanks for being here and
7 thanks for your hard work.

8 And I have to abstain on this, so.

9 SECRETARY STINZIANO: We will get
10 there. This is a very exciting meeting all of a
11 sudden.

12 Hearing no further review from
13 members of the Board, I would like to seek a motion
14 for approval.

15 MR. HINTON: I so move.

16 DIRECTOR WHITE: Second.

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

20 Same sign for any opposition.

21 And as noted, our Clerk's
22 abstention.

23 CLERK O'SHAUGHNESSY: I abstain.

24 SECRETARY STINZIANO: Thank you,

1 Clerk, your abstention is noted.

2 Resolution is approved.

3 (Vote taken; motion passed)

4 - - -

5 RESOLUTION NO. 23-081

6 - - -

7 SECRETARY STINZIANO: Next is
8 Resolution 23-081, Franklin County Board of
9 Developmental Disabilities, Master Service
10 Agreement.

11 MR. O'DONNELL: Good morning
12 everyone.

13 SECRETARY STINZIANO: Good morning.

14 MR. O'DONNELL: I am Sean O'Donnell,
15 one of the Business Relationship Managers for the
16 Franklin County Data Center.

17 This morning I have three Master
18 Service Agreements to present to you.

19 First is between the Franklin County
20 Board of Developmental Disabilities and the
21 Franklin County Data Center. We are pleased to
22 continue to build our relationship with FCBDD and
23 assist with their vital work.

24 So if there are no questions, I ask

1 for the approval of Resolution 23-081.

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

4 Are there any questions or comments?

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

7 CLERK O'SHAUGHNESSY: I so move.

8 DIRECTOR WHITE: Second.

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

12 Same sign for any opposition.

13 And any abstentions.

14 Resolution is approved.

15 (Vote taken; motion passed)

16 - - -

17 RESOLUTION NO. 23-082

18 - - -

19 SECRETARY STINZIANO: Next is
20 Resolution 23-082, Franklin County Public Defender,
21 Master Service Agreement.

22 MR. O'DONNELL: Yes. Next is the
23 Master Service Agreement between the Franklin
24 County Public Defender and the Franklin County Data

1 Center. I present this today with the support of
2 Jim Fain and Kathy Ferrier, MIS Director and
3 Systems Administrator, respectively.

4 I've been fortunate enough to work
5 with Jim and Kathy over the past year and learn
6 more about how they support people of Franklin
7 County.

8 If there are no questions, I ask for
9 the approval of Resolution 23-082.

10 SECRETARY STINZIANO: Thank you for
11 the presentation.

12 Any questions or comments?

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

15 CLERK O'SHAUGHNESSY: I so move.

16 DIRECTOR WHITE: Second.

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

20 Same sign for any opposition.

21 And any abstentions.

22 Resolution is approved.

23 (Vote taken; motion passed)

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1 RESOLUTION NO. 23-083

2 - - -

3 SECRETARY STINZIANO: Next is
4 Resolution 23-083, Franklin County Prosecuting
5 Attorney, Master Service Agreement.

6 MR. O'DONNELL: My final resolution
7 is between the Franklin County Prosecuting Attorney
8 and the Franklin County Data Center. Their IT
9 Director Nate George does impressive work meeting
10 the different IT needs of the prosecuting attorney.
11 He's also a great partner for the Data Center.

12 If there are no questions, I ask for
13 your approval of 23-083.

14 SECRETARY STINZIANO: Thank you for
15 the presentation.

16 Are there any questions or comments?

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

19 CLERK O'SHAUGHNESSY: I so move.

20 DIRECTOR WHITE: Second.

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

24 Same sign for any opposition.

1 And any abstentions.

2 Resolution is approved.

3 (Vote taken; motion passed)

4 - - -

5 RESOLUTION NO. 23-084

6 - - -

7 SECRETARY STINZIANO: Next is
8 Resolution 23-084, Franklin County Metro Parks,
9 Master Service Agreement.

10 MR. LEE: Good morning everyone. My
11 name is Shane Lee, Business Relationship Manager
12 for the Franklin County Data Center.

13 Today I seek your approval for the
14 Master Service Agreement between the Franklin
15 County Metro Parks and the Franklin County Data
16 Center. Franklin County Metro Parks continues to
17 coordinate and partner with FCDC at every
18 opportunity. Compared to previous agreements,
19 there are no significant changes.

20 Pending any questions, we ask for
21 approval of Resolution 23-084.

22 SECRETARY STINZIANO: Thank you for
23 the presentation.

24 Any questions or comments?

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

3 CLERK O'SHAUGHNESSY: I so move.

4 DIRECTOR WHITE: 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. 23-085

14 - - -

15 SECRETARY STINZIANO: Next is
16 Resolution 23-085, Franklin County Board of
17 Commissioners, Master Service Agreement.

18 MR. LEE: The last resolution is for
19 the resolution between the Franklin County Board of
20 Commissioners and the Franklin County Data Center.
21 Our partnership with the Commissioners office is
22 unique in that it is so critical to the Franklin
23 County technology. But also in the services we
24 provide to this office.

1 Pending any questions, I ask for
2 your approval for Resolution 23-085.

3 SECRETARY STINZIANO: Thank you for
4 the presentation.

5 Any questions or comments?

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

8 CLERK O'SHAUGHNESSY: I so move.

9 DIRECTOR WHITE: Second.

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

13 Same sign for any opposition.

14 And any abstentions.

15 MR. TORRES: The Board of
16 Commissioners abstains.

17 SECRETARY STINZIANO: Abstention is
18 noted. Resolution is approved.

19 Congratulations, Shane, for going
20 two for two.

21 (Vote taken; motion passed)

22 - - -

23 RESOLUTION NO. 23-086

24 - - -

1 SECRETARY STINZIANO: Next, we will
2 move to the personnel action on the agenda. Does
3 anyone on the Board desire to go into executive
4 session to discuss the one resolution?

5 Hearing no objections, we will ask
6 that the presentation for this personnel action be
7 made and we will take action accordingly.

8 MS. FRANZ: Thank you.

9 So this is a really easy resolution
10 to hopefully present your way. We are seeking a
11 promotion for Dalas Brengman. He joined us in
12 September of 2021, and we've truly had our eye on
13 him from the beginning of when we could elevate him
14 to the next level. The culture we've built at the
15 Data Center is really promoting and hiring within
16 when we are able to. Since Dalas joined us, not
17 only have we been able to capitalize on his skills
18 on the server team, his desire to actually grow to
19 be Enterprise Information Security Manager on
20 Nikki's team is something that we've known about.
21 So he recently achieved a Security Plus and just
22 excited to move his career into management under
23 Nikki.

24 So with that, we are seeking your

1 approval for Resolution 23-086.

2 SECRETARY STINZIANO: Thank you for
3 the presentation of personnel Resolution 23-086,
4 which is Promotion, Enterprise Information Security
5 Manager.

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. HINTON: 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 Resolution is approved.

17 (Vote taken; motion passed)

18 - - -

19 OTHER BUSINESS

20 - - -

21 SECRETARY STINZIANO: That does
22 conclude our resolutions. It sounds like there may
23 be some business or comments forthcoming.

24 I will start with the Judge.

1 JUDGE BROWN: No. Thank you.

2 SECRETARY STINZIANO: Clerk.

3 CLERK O'SHAUGHNESSY: Yes. I would
4 like to recognize Adam Luckhaupt.

5 Adam, did you have some comments?

6 MR. LUCKHAUPT: Yes, I do.

7 Good morning, members of the Data
8 Board. Adam Luckhaupt, Director of Technology,
9 CIO.

10 About six weeks ago our office
11 received an unfavorable court ruling, which
12 required us to build an application/website in
13 response. And I want to thank the Data Center for
14 all of your assistance in working with our office
15 and the vendor to make this happen. I know the
16 Data Center has a ton of competing priorities. I
17 want to thank you for making this happen and your
18 staff, and your commitment to finishing this
19 application with roughly two weeks to spare.

20 Thanks again.

21 CLERK O'SHAUGHNESSY: Yes, thank
22 you. It's been a difficult few weeks, but we feel
23 we have partners as we move forward together.

24 SECRETARY STINZIANO: Thank you,

1 Adam.

2 Thank you, Clerk.

3 Juan, any comments from --

4 MR. TORRES: Nothing else.

5 SECRETARY STINZIANO: Any thoughts
6 on May? Your garden is going strong?

7 MR. TORRES: It's very strong.

8 SECRETARY STINZIANO: Excellent.
9 Recorder's office.

10 MR. HINTON: No. Thank you.

11 SECRETARY STINZIANO: Treasurer's
12 office.

13 MR. KOHLHORST: Not at this time.

14 SECRETARY STINZIANO: Board of
15 Elections.

16 DIRECTOR WHITE: Election Day is
17 tomorrow. Check your website for your polling
18 location.

19 SECRETARY STINZIANO: Very good.
20 Thank you. We appreciate all you guys do.

21 Hearing nothing further, we are
22 adjourned. Thank you everyone for your time. Have
23 a wonderful day and week.

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Thereupon, the proceeding concluded at
approximately 9:20 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 15th day of May, 2023.

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

My Commission Expires: February 28, 2026.

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C E R T I F I C A T E

- - -

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Angela S. Moore

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



My Commission Expires: February 28, 2026.

- - -

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
TECHNICAL EQUIPMENT SALVAGE

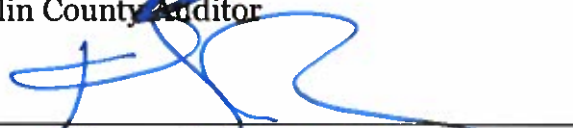
Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



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

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



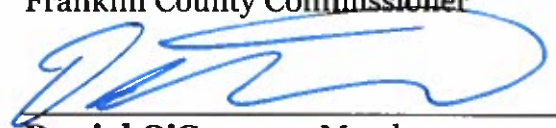
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Franklin County Clerk of Courts

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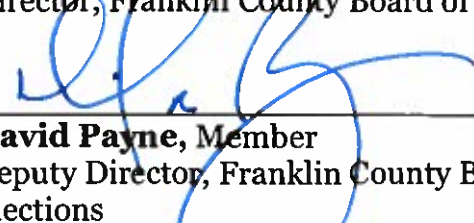
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Franklin County Treasurer

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Antone White, Member
Director, Franklin County Board of Elections

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Director, Franklin County Board of Elections



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 #: 23-086
 Date: 6/5/2023

Agency	Description	Number of Units
Auditor	Desktop PC	1
Auditor	Laptop PC	4
Auditor	Docking Station	3
Auditor	Printer	10
Auditor	Monitor	2
Auditor	Router	1
Auditor	Switch	7
Auditor	USB Hub	1
Auditor	VGA to HDMI Cable	3
Auditor	Webcam	1
Auditor	Audio Mixer	2
Auditor	Calculator	2
Auditor	Digital Camera	3
Auditor	Electric Stapler	1
Auditor	Envelope Feeder	1
Auditor	External DVD	1
Auditor	ID Maker	1
Auditor	Label Maker	2
Auditor	Label Printer	2
Auditor	Microphone	2
Auditor	Phone Amplifier	5
Auditor	Paper Folder	1
Auditor	Phone Inverter	2
Auditor	Printer Tray	1
Auditor	Wireless Display	4
Auditor	Headset	5
Board of Elections	Printer	14
Clerk of Courts	Desktop PC	19
Court of Common Pleas, General Div	10GB Interface	2
Court of Common Pleas, General Div	AC Distributer	2
Court of Common Pleas, General Div	Amplifier	2
Court of Common Pleas, General Div	AV Rack	2
Court of Common Pleas, General Div	Camera	3
Court of Common Pleas, General Div	Cell Phone	29

Agency	Description	Number of Units
Court of Common Pleas, General Div	Converter	1
Court of Common Pleas, General Div	Data Adapter	13
Court of Common Pleas, General Div	Desktop PC	13
Court of Common Pleas, General Div	DVD Recorder	1
Court of Common Pleas, General Div	Foot Pedal	1
Court of Common Pleas, General Div	Gigabit Interface	42
Court of Common Pleas, General Div	Tablet PC	23
Court of Common Pleas, General Div	JAVS System	1
Court of Common Pleas, General Div	Mic Splitter	3
Court of Common Pleas, General Div	Monitor	114
Court of Common Pleas, General Div	Multimedia Term	1
Court of Common Pleas, General Div	Power Sequencer	1
Court of Common Pleas, General Div	Printer	13
Court of Common Pleas, General Div	Processor	5
Court of Common Pleas, General Div	Projector	1
Court of Common Pleas, General Div	Receiver	5
Court of Common Pleas, General Div	Signal Processor	1
Court of Common Pleas, General Div	Signature Pad	1
Court of Common Pleas, General Div	Switch	10
Court of Common Pleas, General Div	Teleconference Hub	1
Court of Common Pleas, General Div	Transmitter	5
Court of Common Pleas, General Div	UPS	3
Court of Common Pleas, General Div	Video Scaler	1
Court of Common Pleas, General Div	Video Presenter	1
Court of Common Pleas, General Div	Wireless Hot Spot	5
Court of Common Pleas, General Div	Wireless Receiver	1
Domestic Relations & Juvenile Court	Desktop PC	11
Domestic Relations & Juvenile Court	Monitor	13
Domestic Relations & Juvenile Court	Printer	1
Domestic Relations & Juvenile Court	Projector	3
Domestic Relations & Juvenile Court	Router	1
Domestic Relations & Juvenile Court	Smartboard	3
Data Center	Desktop PC	1
Data Center	Laptop PC	3
Data Center	Hard Drive Duplicator	1
Data Center	Monitor	2
Job & Family Services	Desktop PC	5
Job & Family Services	Docking Station	3
Job & Family Services	Monitor	58
Job & Family Services	Printer	1
Job & Family Services	ICP Controller & Platform	1

Agency	Description	Number of Units
Probate Court	Desktop PC	8
Probate Court	Laptop PC	4
Probate Court	Mobile Phone	4
Probate Court	Monitor	1
Probate Court	Printer	4
Probate Court	Typewriter	1
Public Facility Management	Desktop PC	9
Public Facility Management	Laptop PC	2
Public Facility Management	Tablet PC	2
Public Facility Management	Monitor	11
Public Facility Management	Printer	1
Purchasing	Desktop PC	7
Purchasing	Laptop PC	2
Purchasing	Docking Station	2
Purchasing	Headset	1
Purchasing	Mobile Phone	1
Purchasing	Monitor	3
Purchasing	Printer	6

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
QUICKBASE APPLICATION DEVELOPMENT PLATFORM

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



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Franklin County Clerk of Courts

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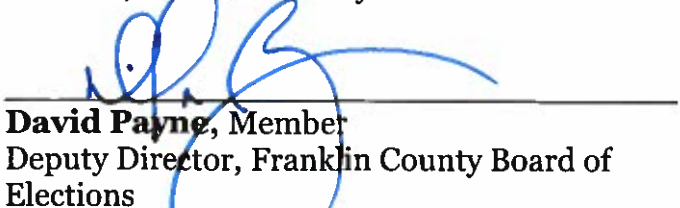
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Deputy Director, Franklin County Board of
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Deputy Director, Franklin County Board of
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**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
QUICKBASE APPLICATION DEVELOPMENT PLATFORM**

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 the 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 #: 23-087
Dated: 6/5/2023

Title	QuickBase Application Development Platform
Agency	Franklin County Data Center
Amount	Not to exceed \$578,800 over five years
Category	Software

Business Justification

As part of retiring legacy applications from unsupported operating systems, the Data Center requires a low-code or no-code application development environment that allows the team to build and maintain solutions rapidly. QuickBase application development platform unites the business and IT teams by offering a secure and simplified ecosystem to quickly develop applications. This cloud-based solution will be utilized immediately to develop and deploy applications currently in ColdFusion or residing on the iSeries platform or Server operating systems no longer supported by Microsoft.

Risks

The Data Center does not anticipate any risks associated with this procurement.

Fiscal Information


Funding Source: The Data Center's baseline budget with savings realized during the Microsoft Server & Cloud Agreement negotiation.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
CABLING SERVICES ASSOCIATED WITH NETWORK UPGRADES


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



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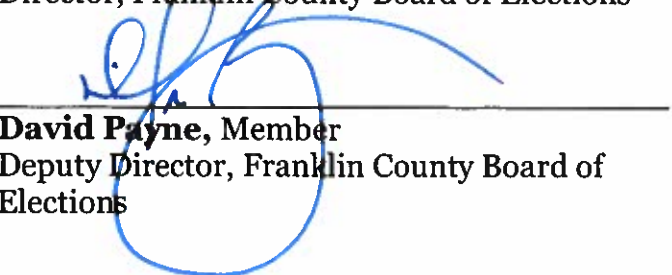
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**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY DATA CENTER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
CABLING SERVICES ASSOCIATED WITH NETWORK UPGRADES**

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 the 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 #: 23-088
Dated: 6/5/2023

Title	Cabling Services Associated with Network Upgrades
Agency	Franklin County Data Center
Amount	Not to Exceed \$250,000
Category	Services

Business Justification

Working together, the Data Center and CDW-G have completed the network evaluation and determined that cabling work is required to optimize internet and Wi-Fi services in the courthouse located at 345 S. High Street. Furthermore, as additional site evaluations are complete, cabling will be required. The Data Center will update the board monthly regarding status of this work.

Risks

The Data Center does not anticipate any risks associated with this procurement.

Fiscal Information


Funding Source: The Data Center will work with OMB to identify funding.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY PUBLIC DEFENDER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
PROCUREMENT FOR A DIGITAL EVIDENCE MANAGEMENT SOLUTION


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
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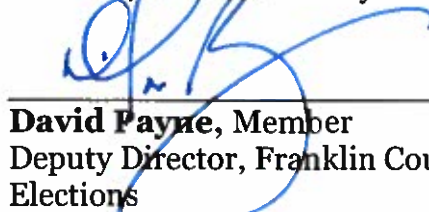
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Deputy Director, Franklin County Board of
Elections

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Deputy Director, Franklin County Board of
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**FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD**

**FRANKLIN COUNTY PUBLIC DEFENDER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
PROCUREMENT FOR A DIGITAL EVIDENCE MANAGEMENT SOLUTION**

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 #: 23-089
Dated: 6/5/2023

Title	Procurement for a Digital Evidence Management Solution
Agency	Franklin County Public Defender's Office
Amount	\$1,777,508.36
Category	Software and Technology Services

Business Justification

The Franklin County Public Defender's Office (PBDF) receives evidence (physical and electronic) for Adult Felonies and Juvenile incidents in Franklin County from the Franklin County Prosecutor and Columbus Prosecutor's offices. The volume of electronic or digital evidence has been increasing at an alarming rate over the last five (5) years. PBDF seeks to implement a digital evidence management system that will allow for improved evidence management and sharing.

Description

PBDF is seeking approval to implement Evidence.com as its digital evidence management solution. This SaaS solution is a cloud-based solution that is currently being used by the Franklin County Prosecutor's Office and Columbus Police Department, which accounts for approximately 80% of PBDF's received cases. This solution will allow PBDF staff to receive, manage, and share evidence as required.

Included:

Professional Services:	\$17,000.00
Software, Licensing, and Support:	\$1,760,508.36
TOTAL COST:	\$1,777,508.36

Schedule:

May 2023 - \$77,898.60	June 2023 - \$17,000.00	September 2023 - \$186,956.63
September 2024 - \$186,956.63	September 2025 - \$186,956.63	September 2026 - \$186,956.63
September 2027 - \$186,956.63	September 2028 - \$186,956.63	September 2029 - \$186,956.63
September 2030 - \$186,956.63	September 2031 - \$186,956.72	

Franklin County Data Center Recommendation

FCDC recommends this resolution and is committed to partnering with PBDF throughout this project's lifecycle as needed.

Fiscal Information

Funding Source: PBDF will work with OMB to identify funding.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: DEPUTY CHIEF, CHIEF TECHNOLOGY OFFICER

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
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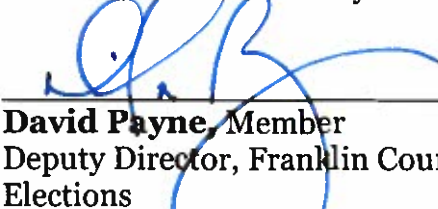
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Elections

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

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: DEPUTY CHIEF, CHIEF TECHNOLOGY OFFICER**

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

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **23-092** 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 23-092.

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

Data Center Personnel Action – Promotion – Trevor Cansler

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Trevor Cansler	
PERSONNEL ACTION DATE (BOARD)		June 5, 2023	
DATE HIRED		April 29, 2020	
YEARS WITH FRANKLIN COUNTY		3 years, 1 month, and 7 days	
CURRENT DATA CENTER SECTION		Enterprise IT	
NEW DATA CENTER SECTION		Enterprise IT	
CURRENT JOB POSITION / TITLE		Director, Enterprise IT	
NEW JOB POSITION / TITLE		Deputy Chief, Chief Technology Officer	
PAY GRADE		19	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 127,442	\$ 156,117	\$ 184,791	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 54.1757	\$ 112,685.56
NEW		\$ 66.1057	\$ 137,500.00
MISCELLANEOUS ACTIONS / COMMENTS			
<p>In just over 3 years with FCDC, Trevor has distinguished himself with classic technology accomplishments like overseeing a wall-to-wall overhaul of our complex virtualization environment at the storage, compute, and backup layers while keeping hundreds of mission-critical servers running. In doing that work (and a lot more) he’s established a culture of personal responsibility and team communication around tech projects with his “playbook” model, and he’s a tireless cheerleader during after-hours technology incident responses. He’s also grown our engineering teams from about 20 to 40 engineers, raising capacity, reliability, and quality along the way. These accomplishments alone are enough to justify a promotion.</p> <p>But Trevor’s ascension to CTO and integration with our Executive Leadership Team is less about his been-there-done-that technical management, and more about what he can do for FCDC’s culture and leadership development.</p>			

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

We knew there was something special about Trevor as he set the standard for how to build and maintain a positive team culture while simultaneously adapting to a remote-work model where most staff had never worked together in person. He consistently calls out leadership as a unique and vital job unto itself — not an afterthought handled in your spare time. In just the past couple months his “growth mindset” presentation has lit fires under multiple teams. And his keen insights into human motivation and behavior have made him the go-to interviewer for new hires in all roles. Trevor leads nearly 50% of FCDC’s staff today, but he asks 100% of us to be the best people, the best teammates, and the best leaders we can be, so we can build the best-possible FCDC. We can’t imagine a better reason to support a promotion.

Kassy Franz, Chief People Officer

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ASSISTANT DIRECTOR, ENTERPRISE IT

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



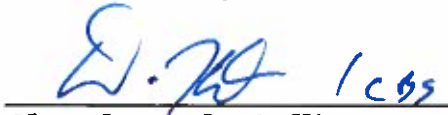
John O'Grady, Member
Franklin County Commissioner

John O'Grady, Member
Franklin County Commissioner



Daniel O'Connor, Member
Franklin County Recorder

Daniel O'Connor, Member
Franklin County Recorder



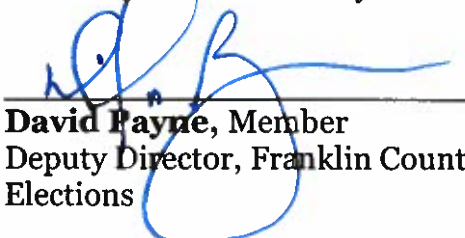
Cheryl Brooks Sullivan, Member
Franklin County Treasurer

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

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

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ASSISTANT DIRECTOR**

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

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **23-093** 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 23-093.

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

Data Center Personnel Action – Promotion – Justin Bise

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Justin Bise	
PERSONNEL ACTION DATE (BOARD)		June 5, 2023	
DATE HIRED		December 18, 2017	
YEARS WITH FRANKLIN COUNTY		5 years, 19 months, and 5 days	
CURRENT DATA CENTER SECTION		Enterprise IT - Network Engineering	
NEW DATA CENTER SECTION		Enterprise IT	
CURRENT JOB POSITION / TITLE		Enterprise Network Engineering Manager	
NEW JOB POSITION / TITLE		Assistant Director, Enterprise IT	
PAY GRADE		17	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 101,946	\$ 124,884	\$ 147,822	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 54,1757	\$ 112,685.56
Increase			
NEW		\$ 57,6923	\$ 120,000.00
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Vince Lombardi once said, “Leaders aren’t born, they are made. And they are made just like anything else, through hard work.” This statement rings true for Justin. Though he has an extraordinary and innate Command-Presence, Justin has put in the hard work necessary to take on this next level of leadership, honing his leadership skills with the same passion and determination that garnered him success as an engineer. With his enviable commitment to Franklin County, he has grown in his ability to think strategically, execute the demands of leadership, mentor others, and has paved the way for those whom he leads to find their own success. It is with great honor that we welcome Justin into this next phase of leadership and look forward to his helping FCDC bring success to the County in the future.</p>			
<p>Kassy Franz, Chief People Officer</p>			

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: ASSISTANT DIRECTOR, ENTERPRISE IT

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
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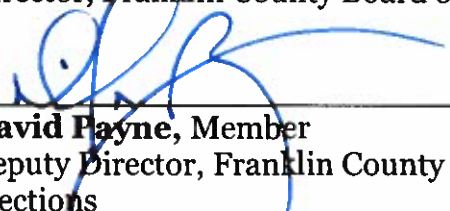
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Franklin County Treasurer

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Director, Franklin County Board of Elections

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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 DATA CENTER
PERSONNEL ACTION
PROMOTION: ASSISTANT DIRECTOR**

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

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **23-094** 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 23-094.

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

Data Center Personnel Action – Promotion – Nathan Hoy

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Nathan Hoy	
PERSONNEL ACTION DATE (BOARD)		June 5, 2023	
DATE HIRED		May 20, 2019	
YEARS WITH FRANKLIN COUNTY		4 years, 16 days	
CURRENT DATA CENTER SECTION		Enterprise IT - Cloud & Client Engineering	
NEW DATA CENTER SECTION		Enterprise IT	
CURRENT JOB POSITION / TITLE		Enterprise Cloud & Client Manager	
NEW JOB POSITION / TITLE		Assistant Director, Enterprise IT	
PAY GRADE		17	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 101,946	\$ 124,884	\$ 147,822	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 53,249.8	\$ 110,759.74
Increase			
NEW		\$ 57,692.3	\$ 120,000.00
MISCELLANEOUS ACTIONS / COMMENTS			
<p>A mark of a true leader is the capacity to translate a vision into reality, and I can think of few people who are able to do this as successfully as Nathan. What makes Nathan’s leadership special is not simply in bringing ideas to fruition, but instead in giving ideas their first breath of life, to begin with! A creative thinker. A tireless logician. A commitment to excellence. Nathan exemplifies these traits and more and he has grown so much in his ability to mentor and guide others toward achieving success in these same ways. With quiet perseverance, he inspires others to grow and models for his team what success looks like while providing the space and support to grow. We are proud to welcome Nathan into this next phase of leadership and are eagerly anticipating the novel and supportive ways he will help his teams deliver success for FCDC and the County.</p>			
<p>Kassy Franz, Chief People Officer</p>			

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: 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



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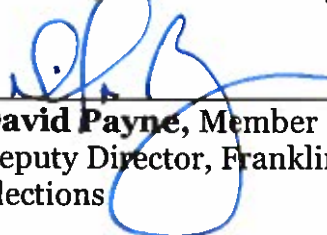
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Franklin County Treasurer

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Franklin County Treasurer



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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 DATA CENTER
PERSONNEL ACTION
PROMOTION: ENTERPRISE SUPPORT ANALYST 2**

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

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **23-095** 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 23-095.

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

Data Center Personnel Action – Promotion – Brandi Guess

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Brandi Guess	
PERSONNEL ACTION DATE (BOARD)		June 5, 2023	
DATE HIRED		July 11, 2022	
YEARS WITH FRANKLIN COUNTY		10 months and 25 days	
CURRENT DATA CENTER SECTION		Enterprise IT	
NEW DATA CENTER SECTION		Enterprise IT	
CURRENT JOB POSITION / TITLE		Enterprise Support Analyst 1	
NEW JOB POSITION / TITLE		Enterprise Support Analyst 2	
PAY GRADE		7	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 47,403	\$ 58,069	\$ 68,734	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 23,7692	\$ 49,440.04
NEW		\$ 27,4038	\$ 57,000.00
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Brandi has grown exponentially since joining the team on July 11th, 2022. Within the last four months specifically, she has stepped up to help support, teach, and guide our newer team members; this is best seen by her drive to build Confluence articles and document new knowledge as she encounters new problems, to quote her, “If I have to ask a question, there must be an article for it, and if there ain’t, I’m gonna make one”. Brandi’s innate ability to put customers’ needs first allows her to think about the end goal while also providing excellent customer service. Her soft skills alone are worthy of praise, and she has stepped up to the responsibility of a technician by diving headfirst into technical issues that she isn’t familiar with, documenting the outcome, and owning the results. Brandi is an important part of the culture of our team, and we look forward to watching her grow with FCDC.</p>			
<p>Kassy Franz, Chief People Officer</p>			

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
NEW HIRE: GX COINCOURSE MANAGER

Voting Aye thereon

Voting Nay thereon



Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



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Judge, Franklin County Court of Common Pleas

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



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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 DATA CENTER
PERSONNEL ACTION
NEW HIRE: GX CONCOURSE MANAGER**

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

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **23-090** 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 23-090.

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

Data Center Personnel Action – New Hire – Sarah Gray

PERSONNEL ACTION FORM			
TRANSACTION TYPE		New Hire	
EMPLOYEE/CANDIDATE NAME:		Sarah Gray	
PERSONNEL ACTION NUMBER		23-094	
PERSONNEL ACTION DATE (BOARD)		June 5, 2023	
DATA CENTER SECTION		GX Foundry	
NEW JOB POSITION / TITLE		GX Concourse Manager	
PAY GRADE		16	
EFFECTIVE DATE		June 5, 2023	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$89,197	\$109,267	\$129,336	
	BASE RATE	ANNUAL SALARY	
NEW	\$52.8846	\$ 110,000.00	
<u>KEY RESPONSIBILITIES OF THE ROLE</u>			
<ul style="list-style-type: none"> • In concert with the CTO, CIO, and agency leaders, you'll establish an all-new public digital service platform, based on Granicus govAccess, that represents the County and all its services in a citizen-centric, unified model. To do this, you'll have to: • Work closely with agency partners to transform their current websites and processes into citizen-centric digital services • Collaborate with designers and developers to create useful, accessible static content and interactive features • Use Project Management and Product Ownership practices to organize our work and prioritize service evolution over time; you'll need to set clear expectations around work quality, quantity, and timing for yourself, the team, and our clients • Establish and maintain productive relationships with agency staff, especially communications and leadership roles • Grow, lead, and develop the digital portal team, building more services that fulfill agency missions effectively 			
<u>EMPLOYMENT NOTABLES</u>			
<ul style="list-style-type: none"> • Established a KPI roadmap for the new CX team in the global regulatory organization. 			

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

- Modernized a complete analog contact center into a cloud-based revenue and engagement channel.
- Led a cross-functional team to identify decades of grandfathered, duplicated processes and propose a new event production department gaining stakeholder buy-in.
- Shifted annual fundraising efforts from telemarketing to digital, saving the Art Institute \$250k in annual contract costs while maintaining renewal rates.
- Established project plan to launch an integrative audience CRM to engage segments equally from free visitors to major donors, creating a true data pipeline.

EDUCATION & OTHER CREDENTIALS

- Master's in Visual and Critical Studies- School of the Art Institute of Chicago
- Bachelor's in Arts, Entertainment, and Media Management – Columbia College Chicago

RELEVANT WORK EXPERIENCE

- Project Management – 7 years
- Product Ownership – 7 years
- Change Management – 6 years
- Digital Platforms – 2 years
- Customer Relations – 10+ years
- Executive Communication – 9 years
- Leadership – 9 years

SCREENING STATUS

- Professional References: Complete.
- Background Check: Complete.
- Pre-employment drug testing: Complete.

Kassy Franz, Chief People Officer

SARAH GRAY

COVER LETTER

At this point in my career, customer experience is in my DNA. But, before I go into detail in my resume, I want to translate my somewhat niche background. I have built and scaled contact centers in drastically different industries, established agile knowledge management best practices, and baked feedback loops into systems as much as team culture.

I cut my teeth innovating at one of the largest and most renowned art museums in the world building CX systems, strategies, and teams which continually set industry standards for each audience from free visitors to membership, as broad as messaging strategies on artic.edu, and as high touch as our board of trustees. Then I pivoted to supporting all nursing candidates and licensed nurses with the only organization of its kind in the highly regulated global nursing industry.

This means my communication is impeccable and adapts seamlessly to the customer by understanding the potential and needs of the individual person, while seeing how each builds into a segment. I know how to turn developing trends in customer feedback and behavior into strategy and product recommendations.

It means my innovation is scrappy and scalable as soon as the funding is available because I build the business case along the way. I see the root of problems in decades-old processes as much as new systems, and build the necessary relationships to make changes happen when needed.

It means I learn systems and technology on the fly to troubleshoot what needs to be prioritized to my product colleagues. I build systems to translate customer feedback into actionable data, because the best way to make the business case for our needs is to say it with numbers.

It means my management style retains and grows staff even when raises are impossible. I build relationships with my direct and indirect reports, understand what their goals are, and help them reach them no matter where it leads them.

If this sounds like what you're looking for, I would love to talk.

SARAH GRAY

CUSTOMER EXPERIENCE AND OPERATIONS LEADER

I am an agent of change on behalf of the organization. I care about being a good colleague, and being a good ancestor to the next generation. I am a passionate leader who cares deeply about the future of CX.

WORK STYLE

Empathetic leadership
Data-driven decision making
Exceptional collaboration
Curiosity and critical thinking
Balancing empowerment and accountability

MOTIVATORS

Cohesive teams and a culture of growth
Removing barriers to meaningful engagement
Solving the problem, not just the symptoms
Being the best versions of ourselves
Finding joy and fun together along the way

STRENGTHS

- Mentorship, change management, and team motivation
- Communications, and crafting institutional voice across audience segments
- Data analysis and strategy
- Expert cross-functional project manager and consensus builder
- Building processes that work for everyone who maintains them
- Operationalizing values

SYSTEMS AND SKILLS

- G-suite, Microsoft
- CRM management
- Agile methodologies
- Zendesk, Jira
- Emotional intelligence
- Hootsuite
- Vendor Management
- Facilitation

CAREER SUMMARY

- 2022 Present • Senior Manager, Customer Experience
NCSBN
- 2020 2021 • Director of Member and Visitor Engagement
Art Institute of Chicago
- 2020 2018 • Assc. Dir. of Member and Donor Services
Art Institute of Chicago
- 2016 2018 • Assistant Director of Member Services
Art Institute of Chicago
- 2014 2016 • Member Services Manager
Art Institute of Chicago
- 2013 2014 • Onsite Membership Sales Manager
Art Institute of Chicago

- Led tiered service and support teams, including managers and assistant managers, across multiple channels, products, and audiences including BPO's for customer bases up to 5M
- Informed and directed campaign strategies for cadence, language, design, asks, and reply devices based on actionable data
- Defined KPI's and built VoC reporting loops for actionable insights and strategy based on organizational values
- Developed cross-functional integrative audience systems testing process and documentation, increasing efficiency of system upgrades, launches, and debugging by 50%
- Led multiple cross-functional projects including finding efficiencies in complex audience data and sales ecosystem and museum-wide event production logistics journey mapping
- Cultivated team culture which scored highest overall in organization wide Gallup engagement survey of 700+ staff

SARAH GRAY

THE EXTRA CREDIT

PROCESS INNOVATION

I use my superpower of emotional intelligence to meet people where they are, understand the barriers to meaningful engagement, and manage the innovation process:

- No one's expertise is the star of the show
- Listen to learn, ask clarifying questions
- Include 360 stakeholders in the process
- Humility in curiosity - you will be wrong
- Organization, organization, organization
- Be willing to burn down your biggest achievements when they no longer work
- Be yourself and honest so others can, too

SOME PROUD MOMENTS

- 97% of members of staff on my teams moved on to the next steps in their careers, often within the organization
- An article I wrote about the experience of returning to in-person work during a global pandemic was published on the Art Institute of Chicago's blog: [*Waiting for the Alarm to Sound*](#)
- I built an IVR that cut down on escalated phone conversations by 70% by focusing on balancing automation with real human needs, and incorporating my team in the decision making process

PERSONAL FAVORITES

- TV genre: Friendship driven comedies
- Book to re-read: *Pride & Prejudice*
- Work of art: *Untitled (Portrait of Ross in LA)* by Félix González-Torres
- Karaoke song: Killing Me Softly, Fugees
- Coffee order: Black drip, or iced with simple syrup and oat milk

PROJECT HIGHLIGHTS

My success managing projects is driven by asking critical questions while building cross-functional consensus.

- Established KPI roadmap for new CX team in global regulatory organization including SLA's, CSAT, and defining member engagement and customer effort scores to track product adoption and health
- Modernized a completely analog contact center into a cloud-based revenue and engagement channel which provides meaningful insights to audience strategies
- Led a cross-functional team to identify decades of grandfathered, duplicative processes, and propose new event production department gaining stakeholder buy-in
- Used member feedback, renewal data, and staff time to test shifting annual fundraising efforts from telemarketing to digital, eventually saving the Art Institute \$250K in annual contract costs while maintaining renewal rates
- Established project plan to launch an integrative audience CRM to engage segments equally from free visitors to major donors, creating a true data pipeline

EDUCATION

2018
2021

School of the Art Institute of Chicago

MA in Visual and Critical Studies

Recipient of department fellowship for excellence in graduate work

2004
2007

Columbia College Chicago

BA in Arts, Entertainment, and Media Management

Graduated with honors

SARAH GRAY

SOME KIND WORDS

REFERENCES

I'm happy to introduce you to my references once we begin a conversation. In the meantime, below are some kind words from colleagues.

Sarah set a tone of openness, warmth and compassion. Her composure and empathy is second to none, and has been foundational for the team as we grew and evolved each year. Her work leading Engagement's contact center was vital as the museum had the opportunity to craft a holistic hospitality experience for visitors as well as members.

Amy Allen, VP of Engagement, Art Institute of Chicago

Sarah is an expert in cross-department process implementation. Her focus on positive customer experience never wavers, and she always finds a way to advocate for the customer while meeting the needs of the organization.

She is a trusted collaborator, and never loses sight of the details. Her efforts continue to benefit many teams across the Art Institute of Chicago.

Nicki Gunderson, Director of Advancement Operations, Art Institute of Chicago

Sarah has an innate talent for helping her team members identify, embrace, and hone their strengths, though she's also not afraid to identify missteps when necessary and help guide employees to solutions. After many years in the workforce and a major career change, I found Sarah to be my first true mentor. Her thoughtful insights and genuine care for my growth have been just an incredible value, and watching her masterfully bring out the best in those around her is a treat.

Meg Fertig, Associate Director of Internal Communications, Art Institute of Chicago

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION

BACKFILL: ENTERPRISE IDENTITY ACCESS MANAGEMENT ANALYST 1.

Voting Aye thereon

Voting Nay thereon




Michael Stinziano, Secretary, Administrator
Franklin County Auditor

Michael Stinziano, Secretary, Administrator
Franklin County Auditor



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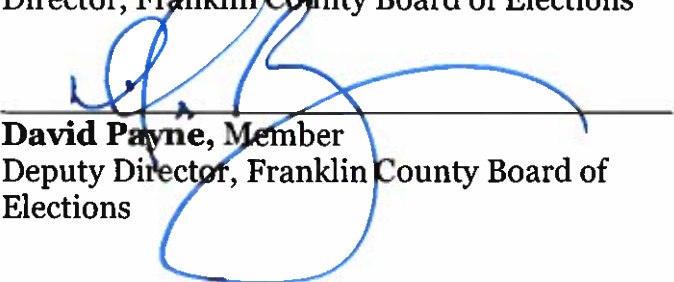
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Election

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

**FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
NEW HIRE: ENTERPRISE IDENTITY ACCESS MANAGEMENT ANALYST 1**

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

WHEREAS, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **23-091** 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 23-091.

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

Data Center Personnel Action – Backfill – Charles Wilson

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Backfill	
EMPLOYEE/CANDIDATE NAME:		Charles Wilson	
PERSONNEL ACTION NUMBER		23-095	
PERSONNEL ACTION DATE (BOARD)		June 5, 2023	
DATA CENTER SECTION		Enterprise Information Security	
NEW JOB POSITION / TITLE		Enterprise Identity Access Management Analyst 1	
PAY GRADE		10	
EFFECTIVE DATE		June 5, 2023	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$59,451	\$72,828	\$86,204	
		BASE RATE	ANNUAL SALARY
NEW		\$ 33.6538	\$ 70,000
<u>KEY RESPONSIBILITIES OF THE ROLE</u>			
<ul style="list-style-type: none"> • Lead and assist in defining business processes & controls around sensitive data and applications to ensure compliance with financial, privacy, and other security & regulatory requirements • Development of IAM processes & documentation for both strategic projects and continuous improvement activities • Configures and manages user access certification processes • Performs onboarding tasks for privileged identity management • Collaborate with the security operations and engineering teams for potential security capability enhancements • Assists in Incident Response (IR) and Data Loss Prevention (DLP) in the event of a breach, intrusion, or theft by providing security capability expertise • Responds to inquiries regarding data and computer security, policies, and procedures • Coordinates, documents, and reports on identity capabilities • Monitor and coordinate compliance activity with information security policies • Responsible for change recommendation and review of identity capability processes and procedures documentation 			

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

EMPLOYMENT NOTABLES

- Received several certifications: Security +, Network +, Server +, A+, Comp TIA Stackable: Secure Infrastructure Specialist, IT Operations Specialist (CIOS), Network Infrastructure Professional (CNIP): Microsoft Certified Professional.
- In his current position provided IT support and administration for users across four different sites.
- Provided support for 500+ devices and 300+ users for the Columbus Zoo and Aquarium.
- Led and assisted contractors in the implementation of new fleet technologies such as wireless APs and controllers.
- Led and assisted contractors in the implementation of new fleet technologies such as wireless APs and controllers.

EDUCATION & OTHER CREDENTIALS

- Associate's degree in Applied Sciences- DeVry University
- Information Technology Systems Administration – My Computer Career
- CompTIA Security +, Network +, Server + and A+ certified
- Network Infrastructure Professional (CNIP) – Microsoft Certified Professional
- Certified IT Operations Professional (CIOS)

RELEVANT WORK EXPERIENCE

- Information Security-1 years
- User Management-3 years
- Account Provisioning-3 years
- Process Documentation-6 years
- Data Collection and Analysis-3 years
- Microsoft Exchange-6 years
- Active Directory-5 years

SCREENING STATUS

- Professional References: Complete.
- Background Check: Complete.
- Pre-employment drug testing: Complete.

Kassy Franz, Chief People Officer

Charles Wilson III

SUMMARY

Certified IT professional with several years of experience dedicated to technology. Offering a diverse skill set focused on both, Information Technology and electronics. Seeking an IT environment to utilize all skills; possessing several industry IT certifications. Highly skilled in troubleshooting; through analysis is able to diagnose and offer viable solutions. Dedicated, detail oriented, motivated individual with excellent communication and problem-solving skills.

TECHNICAL SKILLS AND ABILITIES

- Advanced troubleshooting voice and data networks
- Understanding of Public Key Infrastructure
- Able to troubleshoot connectivity issues related to external and internal networks
- Experienced with installing operating system service packs, updates, and other security patches
- Able to install, maintain, troubleshoot, and uninstall software, as well as peripherals
- Maintain and troubleshoot various Windows applications including Office 365 and Azure
- Experience with Windows Deployments
- Experience troubleshooting Hyper-V VM issues
- Understanding of MS PowerShell scripting
- Ability to support VOIP phone systems
- Understand set-up and maintenance of firewalls and anti-virus software FortiGate/Kaspersky
- Understand TCP/IP, DNS, DHCP and OSI Model
- Knowledge Azure Active Directory
- Understand wireless networks, and various topologies
- Experience with CISCO CLI, routers and switches
- Experience with POS Equipment and Hardware
- Understanding of MS Active Directory
- Experience with Wireless AP's & Controllers (Ruckus)
- Knowledge of IDS/IPS
- Experience with Encryption Standards
- Familiar with payment terminal Hardware/Software Verifone/Ingenico
- Knowledge of PCI-DSS Compliance

CERTIFICATIONS & EDUCATION

My Computer Career, Westerville, Ohio

Graduated October 2017

Information Technology Systems Administration

DeVry University, Columbus, Ohio

Graduated February 2005

Associate Degree in Applied Science, Electronics and Computer Technology; focus in Control Systems

Current Certifications: CompTIA: Security+, Network+, Server+, A+; CompTIA Stackable: Secure Infrastructure Specialist; IT Operations Specialist (CIOS), Network Infrastructure Professional (CNIP): Microsoft Certified Professional

WORK HISTORY

Technology Support Specialist – Columbus Zoo & Aquarium Powell, Ohio

March 2018 – Present

- Provide IT support and administration for users across four different sites
- Provide support for 500+ devices including POS registers, end user desktops, laptops, mobile devices, networks, servers, and other technologies.
- Monitor support ticket queue and Motorola radio communications to support end users
- Provide support for 300+ users; installations, account and profile administration, application support
- Assist network administrator with configuring Cisco switches and other network appliances
- Assist system administrator with maintaining Windows servers and various VM's
- Configure and maintain software images for end user desktops, laptops, and POS registers

Charles Wilson III

Page Two

Helpdesk Specialist – American Municipal Power Columbus, Ohio

August 2017 – March 2018

- Process IT related issues from end users using a ticketing system
- Manage users and their accounts
- Monitor computer systems/network and identify issues
- Remove and/or added users, edit privileges, rights and access
- Escalate problems when necessary to appropriate team members
- Configure and image computers using Windows software tools

I.T.S Technician – Central Ohio Transit Authority Columbus, Ohio

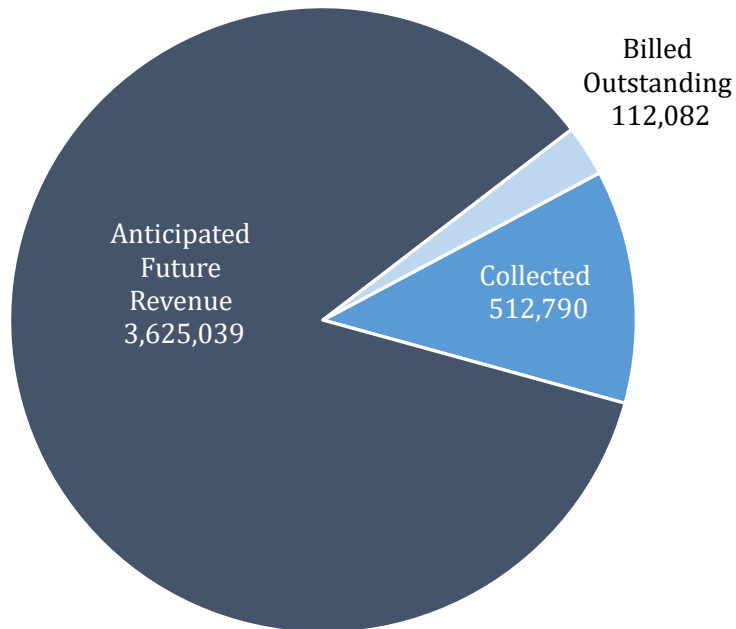
August 2007 – August 2017

- Provides all technical support for the Intelligent Transit System
- Install, maintain, and troubleshoot computers for the Intelligent Transit System for approximately 500 fleet vehicles and four facilities in relation to on board support
- Masters new procedures; Leads and assists contractors on the implementation of new fleet technologies such as wireless AP's & controllers.
- Accurately document and maintains records of approximately 1200 pieces of equipment; inventory database management
- Gathers data through collaborative teams; helps develop standard operating procedures to improve problematic areas
- Trains new employees on all facets of position and operation of equipment
- Maintains communications with, and gains feedback from, area vendors and customers to ensure positive working relationships while consistently improving processes
- Constantly relaying vendor and customer feedback to upper management to enhance processes

Franklin County Data Center Financial Update as of May 23, 2023

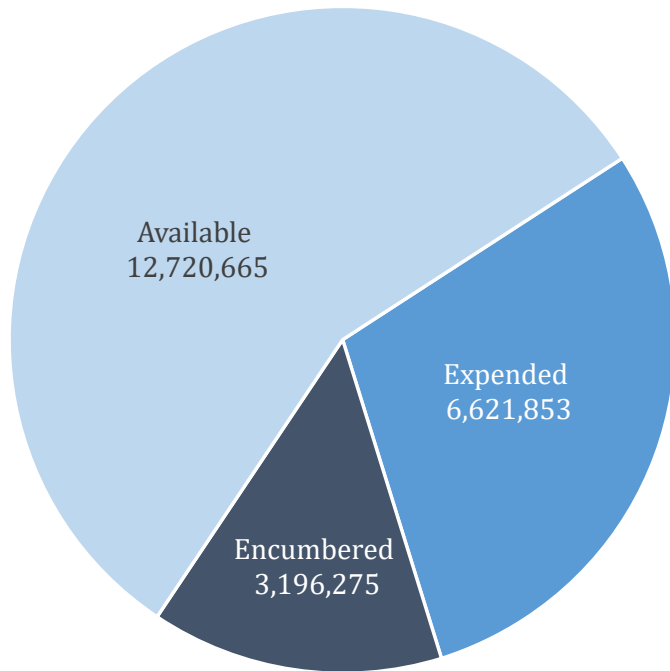
2023 Revenue	Original Appropriation	Revised Budget	YTD Collected		Delta	Percent Collected	Budget Outstanding
Service Fees & Charges	4,249,911		512,790		3,737,121	12%	88%

2023 Aging of Outstanding Revenue	Current	< 30 Days Past Due	< 60 Days Past Due	< 90 Days Past Due	Over 90 Days Past Due	Total Billed Outstanding
	-	-	-	100,797	11,285	112,082



Franklin County Data Center Financial Update as of May 23, 2023

2023 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Expended & Encumbered	Percent Available
Salaries and Wages	7,043,170	7,301,353	2,892,390	-	4,408,963	41%	59%
Benefits and Taxes	2,841,081	2,883,302	1,181,854	-	1,701,448	42%	58%
Materials and Services	12,354,138	12,354,138	2,547,609	3,196,275	6,610,254	46%	54%
Capital Investment	-	-	-	-	-	-	-
Total	22,238,389	22,538,793	6,621,853	3,196,275	12,720,665	44%	56%



Franklin County Data Center Project Procurement Update as of May 23, 2023

Resolution Number	Resolution Date	Resolution Amount	Expended Amount	Remaining / Savings	Status	Description
23-002	1/9/2023	11,566,746	2,547,609	9,019,137	Ongoing	Data Center 2023 baseline budget and ongoing expenses
22-084	8/1/2022	500,000	76,954	423,046	Ongoing	Network Infrastructure associated with Body-Worn Camera project
22-029	4/4/2022	279,459	-	279,459	Ongoing	Intellivue CMS upgrade
22-003	1/10/2022	208,130	116,130	92,000	Ongoing	OnBase Content Management System upgrade
22-014	2/7/2022	5,900,000	917,210	4,982,790	Ongoing	Sheriff CAS project Reporting Data Center infrastructure portion only UCS expansion Data Doamin expansion - outstanding Microsoft Sersver & SQL licensing vmWare virtual licensing Virtual firewalls
22-085	8/1/2022	670,431	670,431	-	Awaiting Delivery in 2023	General Session 11/8/2022 - Approves commitment letter for 2022 order and 2023 delivery and payment
22-104	11/14/2022	2,000,000	1,032,833	967,167	Awaiting Delivery	11/8/2022 Order placed for switches and SPI. No funds yet expended