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: November 09, 2022

Subject: Agenda for the Monday, November 14, 2022, Data Processing Board Meeting

The proposed agenda for the Monday, November 14, 2022, Franklin County Automatic Data Processing Board meeting 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
            Christopher Scott, 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

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FRANKLIN COUNTY COURTHOUSE ⬥ 373 South High Street ⬥ 9th Floor ⬥ Columbus Ohio 43215-4599
PHONE: (614) 525-3208 ⬥ FAX (614) 525-6311 ⬥ HOME PAGE: www.franklincountyohio.gov

AGENDA-Automatic Data Processing Board Meeting, November 14, 2022

9:00 A.M. Convene in Regular Session

- **Call to Order**

- **Pledge of Allegiance**

- **Secretary's Comments**

- **Approve or amend the Minutes of October 03, 2022, Regular Data Board Meeting**

- **New Business**

—— **Resolution No. 22-103 Franklin County Technical Equipment Salvage**

—— **Resolution No. 22-104 Franklin County Data Center – Network Access Layer Equipment Upgrade**

—— **Resolution No. 22-105 Franklin County Animal Care and Control – Implementation of PetHealth Shelter 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. 22-106 Personnel Action – Backfill – Enterprise GX Platform Engineer 1

  —— Resolution No. 22-107 Personnel Action – Promotion – Enterprise Support Analyst 2

  —— Resolution No. 22-108 Personnel Action – Promotion – Chief People Officer

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

Reconvene in Special Session

—— **Resolution No. 22-106 Personnel Action – Backfill – Enterprise GX Platform Engineer 1**

—— **Resolution No. 22-107 Personnel Action – Promotion – Enterprise Support Analyst 2**

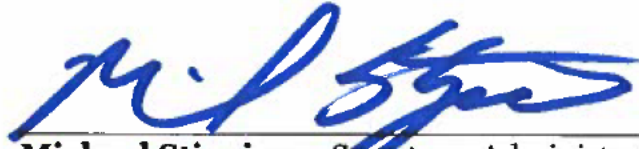—— **Resolution No. 22-108 Personnel Action – Promotion – Chief People Officer**

Other Business

Adjourn

FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

Minutes of the <u>October 03, 2022</u>, Regular Board Meeting
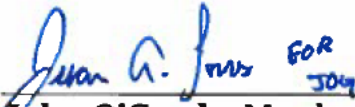
Date Approved: <u>November 14, 2022</u>

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Michael Stinziano, Secretary, Administrator
Franklin County Auditor

_____

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

_____

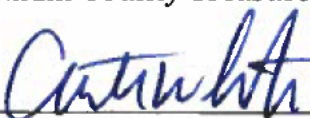**Maryellen O'Shaughnessy**, Member
Franklin County Clerk of Courts

_____

John O'Grady, Member
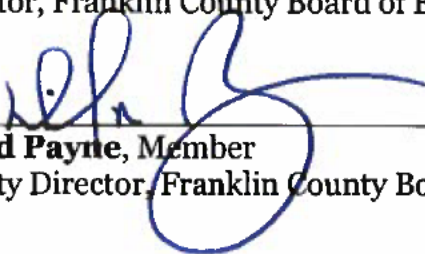Franklin County Commissioner

_____

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

1   FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD

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4   Regular Board Meeting

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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, October 3, 2022.

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1   BOARD MEMBERS:

2   The Honorable Michael Stinziano, Franklin County
     Auditor, Secretary/Administrator, FCADPB
3
     The Honorable Kim Brown, Member, Franklin County
4   Court of Common Pleas

5   The Honorable Maryellen O'Shaughnessy, Member,
     Franklin County Clerk of Courts
6
     The Honorable Antone White, Member, Franklin County
7   Board of Elections

8   Mr. David R. Payne, Member, Franklin County Board
     of Elections
9
     Mr. Juan Torres, Delegate, Franklin County Board of
10   Commissioners

11   Mr. C. Chris Cupples, Delegate, Franklin County
     Recorder
12
     Mr. Dusten Kohlhorst, Delegate, Franklin County
13   Treasurer

14

15   ALSO PRESENT:

16   Mr. Adam Frumkin, FCDC Chief Information Officer
     Ms. Julie Lust, Chief Financial Officer
17   Ms. Kassy Franz, Human Resources Director
     Mr. John Proffitt, Deputy Chief, Chief Technology
18   Officer
     Ms. Tasha Hyler, Chief Operations and
19   Communications Officer
     Ms. Nikki Milburn, Chief Information Security
20   Officer
     Ms. Jeanine Hummer, Assistant Prosecuting Attorney,
21   Franklin County Prosecutor's Office

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1   **AGENDA**
                             - - -
2   **ITEM**   **PAGE**

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1   Monday Morning Session

2   October 3, 2022

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4   CALL TO ORDER

5   - - -

6   SECRETARY STINZIANO: Good morning.

7   Today is October 3, 2022. Our monthly Data

8   Processing Board meeting, we will now call to

9   order.

10   If the Clerk wouldn't mind leading

11   us in the Pledge.

12   (Pledge of Allegiance)

13   SECRETARY STINZIANO: Hope everyone

14   is doing well. It definitely feels like October.

15   Here we go. Without further ado, we will move to

16   our first order of business and have our Secretary

17   comments led by Mr. Frumkin.

18   - - -

19   SECRETARY COMMENTS

20   - - -

21   MR. FRUMKIN: Good morning, and

22   welcome. I hope everyone stayed safe and enjoyed

23   the weekend, and enjoyed the Buckeye win for

24   Homecoming. Also, a shameless plug for something

25   that I enjoy, the Pumpkin Festival is this month

1 from the 19th through 22nd in Circleville. But I

2 hope everyone takes some time and enjoys the fall

3 festival if you can.

4   So starting with today, this week is

5 National Digital Inclusion Week. So I will talk a

6 little bit about that. In the onset of the

7 pandemic, a group of partners in Franklin County

8 came together to understand the realities of the

9 digital divide that we have; thus, the Franklin

10 County Digital Equity Coalition was created. This

11 group is made up of Franklin County, City of

12 Columbus, and a large group of area non-profit

13 organizations who felt it was important to respond

14 to the crises in realtime, seeking what should be

15 done to better help our residents have what they

16 need to live, work and thrive in an online world.

17 We can all admit that this is something that has

18 been a problem for many years as the world has

19 become more virtual, and access to broadband and

20 internet is an essential part of daily life and

21 survival. In most cases, simply applying for a job

22 can only be done online now.

23   Based upon the data, Franklin County

24 has approximately 88,000 households that do not

25 have a home internet connection, and over 110,000

1   Franklin County households, or 13.7% are without a

2   connected device beyond the smart phone. Of these,

3   over 48,000 do not have any computing device,

4   including a smart phone. Of these, 100% of

5   households without internet and/or adequate devices

6   face adoption barriers, including lack of comfort

7   with digital tools and language to do what they

8   want and need to accomplish online for their lives.

9   There's a basic inequity in our county. Black and

10 brown families are more than two times as likely to

11 be without a computer or home internet subscription

12 than that of white families in our county.

13   This week, the National Digital

14 Inclusion Alliance is hosting their annual Digital

15 Inclusion Week from October 3rd through 7th. This

16 is an annual week of awareness, recognition and

17 celebration.

18   Organizations across the country

19 will hold special events and campaigns to promote

20 digital equity in their community. This year's

21 theme is Turning Our Moment into Movement, which

22 prompts a critical turning point and time of action

23 for the digital inclusion movement with specific

24 focus on solutions addressing home internet access,

25 personal devices, and local technology training and

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 1    support programs.
 2                   As we embark upon this year's
 3    Digital Inclusion Week, I challenge you to think
 4    about what digital empowerment means to each of
 5    you.
 6                   The Digital Empowerment Foundation
 7    defines digital empowerment refers to a person's
 8    ability to effectively use digital technologies to
 9    form life skills that reinforce his or her ability
10    in the digital world.
11                   As a community, Franklin County,
12    along with the city of Columbus and others are
13    dedicated to creating change through finding ways
14    to ensure under-resourced residents have access to
15    residential internet, devices and skills training
16    opportunities at an equitable level of quality that
17    enables experiences today and tomorrow at an
18    affordable and sustainable price point for our
19    low-income households.
20                   If anyone would like to get involved
21    or learn more about it, please go to
22    digitalinclusion.org.
23                   As a whole, from a project
24    perspective the project team has completed 32
25    projects this year.  And an additional 32 projects
```

1   of varying sizes and complexity are currently in

2   flight.   Some of those are:

3   The project team deployed

4   videoconferencing for the new Franklin County jail.

5   This solution will aid in conducting virtual

6   pre-arraignment activities.

7   Efforts to upgrade the Auditor MUNIS

8   platform are in progress. Validation of the core

9   functionality is complete, partner agencies'

10 multiple training sessions to facilitate each

11 change management is in progress. The project is

12 on target for an October launch. Be prepared.

13   GlobalScape implementation project

14 is in the closure phase. This solution enables

15 secure file transfer.

16   The team built -- the team helped

17 the Sheriff team's community outreach efforts

18 enabling citizens to register for volunteer

19 opportunities. This project is in the closure

20 phase.

21   And multiple efforts are in progress

22 for the Board of Elections, working in

23 collaboration with PFM and the state of Ohio to

24 complete directives work. Many sub-projects are in

25 progress as part of this initiative as well.

1   Some of the other projects that are

2   currently in play:

3   Our Mobile Device Management

4   solution implementation project;

5   Sheriff body-worn camera project;

6   And the RMS replacement project for

7   the Tyler solutions project for the Auditor's

8   office.

9   From a security perspective:

10   Third quarter access certifications

11   have launched;

12   Secure e-mail gateway project is

13   underway. This would entail evaluating new

14   solutions and existing to determine best approach

15   for e-mail security. This is a collaborative

16   effort between the Cloud and Client team and the

17   Information Security team. Recommendation is

18   currently on target for this December.

19   With that, I would like to turn this

20   over to Nikki to talk about Cybersecurity Month.

21   MS. MILBURN: Welcome to my month.

22   I get an entire month all to myself.

23   Every year October is kind of

24   identified as Cybersecurity Awareness Month.

25   That's where there's a lot more initiatives around

1   educating people on what is cybersecurity and how

2   to do it better. And that's not just at work but

3   also at home as well. And as people are working

4   more remote, that need is there for us to really

5   educate people and understand what does it mean to

6   be secure at home, is it your router, is it your

7   modem, how are you hooked into the internet, are

8   you using a firewall, what are you doing for your

9   home network. This is really the time to focus on

10   that.

11   The Cybersecurity and Infrastructure

12   Security Agency, they put a theme to it every year,

13   this year it's See Yourself in Cyber. What they

14   are looking at is, again, e-mail links, everything.

15   Think before you click on something. Whether it's

16   coming to you as a link in an e-mail, an

17   attachment, you are on a website, there's another

18   link there. Think about it before you click on it.

19   It can take you to a nefarious site, it can

20   download stuff onto your device. So really think

21   before clicking on items. Make sure your software

22   is up-to-date, your antivirus, making sure you have

23   a subscription to it, to where it's getting those

24   constant updates, it's looking for the data threats

25   that are out there. Hey, they just released

1   something, it needs to be remediated now. Your

2   antivirus does that for you. Keep a good

3   subscription there, and make sure it is doing

4   updates. Same with your OS, the operating system.

5   Keep the current version because a lot of times

6   things will not work on your older version, and it

7   becomes vulnerable. So make sure you are doing

8   that.

9   Strong passwords and enabling MFA, I

10 mean, that should be table stakes at this point.

11 Though it is not, it is something that we do kind

12 of reiterate to people. What we are going to do

13 over the course of the month and what you can

14 expect to see, we will launch a KnowBe4 training

15 campaign. They are optional. There are multiple

16 trainings in there that are related to phishing

17 e-mails because we do still get a lot of those.

18 The PhishAlert button, how do you use it. I know

19 we are still waiting to hear back on those shared

20 mailboxes from KnowBe4 that you can actually use it

21 there. Individual ones, you still can. But they

22 are still working on the development of that, it

23 has some complexity to it on how you report it.

24   Social engineering. What should you

25 be looking for, bad attachments, what do those look

1   like. Data security. That is one we don't really

2   focus a ton on, but we have a lot of agencies that

3   have data that is sensitive across the county. And

4   are we educating people, and what it means to be a

5   caretaker of that data. It's worthwhile for us.

6   The other one that we are adding in

7   there, I think Michael is thinking today, is remote

8   work. What does it mean to be secure at home. So

9   that's kind of what you will expect to see in that

10   training campaign that gets launched.

11   Portal slides, there will be those

12   available out there as well, some graphics. Kind

13   of trying to educate, again, people wherever they

14   may be. And then we will also be working with the

15   BRM to provide information to you that if there's

16   something you want to provide to your agency, and

17   it may be a one-pager on cybersecurity, we can work

18   through the BRM and get those to you. So Michael

19   is working with Tasha's team on being able to do

20   that just to make sure you have resources available

21   to you.

22   So that is our plan for

23   cybersecurity month. Welcome any other thoughts,

24   concerns, additions that you guys want to see

25   added, please, by all means, let me know. More

1   than happy to add and enhance it.

2   Adam.

3   MR. FRUMKIN: And I'm kind of

4   excited about cybersecurity month because I like to

5   watch and see where we go. And it's always fun.

6   The last few meetings and last couple weeks people

7   are going is this e-mail phishing or not. And I

8   say push the button and you will find out. Because

9   I don't want to answer it. But it's good, people

10   are actually being aware of it and asking

11   questions, and that's what we need to do.

12   So with that, I would like to turn

13   it over to Julie for the financial report.

14   MS. LUST: Good morning everyone.

15   The Data Center, working closely

16   with OMB and county administration, has submitted

17   our 2023 strategic business plan, baseline budget,

18   and three additional requests for funding projects.

19   We have provided a copy of our strategic business

20   plan, and welcome questions and comments in the

21   coming days as you have time to review the plan.

22   The Data Center believes that the

23   residents and businesses of Franklin County deserve

24   exceptional services and we take very seriously our

25   responsibility in those services. Today, both

1   residents and our partner agencies are able to

2   access almost any information needed at a click of

3   a button, tasks are able to be performed quicker,

4   and communication is better. Technology supports

5   almost every service, both internally and

6   externally, and the backbone that supports this

7   technology has more than doubled in the past five

8   years. An extensive and complex infrastructure

9   that includes more than 7,000 end-point devices,

10   2,500 network devices, 600 servers, 350

11   applications, and 100 databases are monitored,

12   maintained, modified and upgraded on a daily basis

13   by the Data Center.

14   The first request for funding is a

15   project to upgrade legacy server and SQL

16   environments. The average lifespan of a Microsoft

17   server operating system is three to five years.

18   And once it reaches end-of-life security and

19   functional updates are no longer available, putting

20   not only that server and its contents at risk, but

21   the entire Franklin County data network is at risk

22   for catastrophic security event. This project will

23   upgrade not only the operating systems on 200

24   servers and eight SQL environments, but the Data

25   Center will also work with partner agencies and

1   third-party vendors to address all of the

2   applications and databases that reside on those

3   servers. This is a complex and time-consuming task

4   as we evaluate each application and database and

5   design, deploy, and test each plan to either

6   migrate, upgrade or identify and deploy an

7   alternative solution. The Data Center is

8   requesting two additional full-time employees to

9   join our team already working on the solutions for

10   this project.

11   The second request is for funding

12   that supports the maintenance and refresh of the

13   Franklin County Data Network. This extensive

14   network linking all partner agencies and location

15   requires an upgrade to support the growing amount

16   of software as a service and web-based

17   applications, including the body-worn cameras. The

18   Data Center will upgrade the high-capacity network

19   switches that sit at the center of the Franklin

20   County Data Network core layer serving as the

21   gateway to our internal network and the external

22   internet. Working with the third-party vendor, we

23   will also evaluate each county's locations wired

24   internet, wi-fi, network equipment and cabling to

25   determine what improvements should be made to

1   provide a network that is resilient to

2   single-carrier outages and also offers

3   current-generation cabling, switching and wi-fi.

4   This project will increase security for our

5   network, and the Data Center is requesting five

6   additional full-time employees and additional

7   technology services to support this project.

8   The third request is for an

9   additional three full-time employees, which will

10   provide additional support services to our partner

11   agencies. In addition to maintaining our

12   technology backbone, the Data Center provides

13   support services to our partner agencies through

14   over 14,000 support tickets per year. The Data

15   Center is committed to providing centralized

16   technology services to our partners, including

17   reducing shadow technology, consolidating domains

18   and networks, and providing exceptional support.

19   This request will assist the Data Center with that

20   demand for those services.

21   In 2023, the Data Center will also

22   upgrade the telecommunication system. The current

23   Voice-over Internet Protocol phone system is legacy

24   technology which is no longer supported by

25   manufacturers. We will upgrade the system to a

1   Session Initiation Protocol voice service, which

2   operates through an internet connection, enables

3   end-to-end communication through voice, video and

4   chat, and provides a better experience to all

5   users. We will also work with our security vendors

6   to expand services through our existing software

7   and continue to provide innovation technology

8   solutions.

9   In order to achieve our mission,

10   address the critical needs of Franklin County, and

11   successfully complete our strategic initiatives,

12   the Data Center must properly staff for success.

13   Franklin County is the largest county in Ohio.

14   When compared to U.S. counties with similar

15   populations, areas, and services, the Franklin

16   County Data Center is understaffed. This has

17   resulted in a struggle to maintain the diverse and

18   complex technology infrastructure that supports

19   Franklin County and the services it provides. It

20   also makes it difficult to respond to new projects

21   and demands. Too often an active project is placed

22   on hold, sometimes for long periods of time, when a

23   competing priority or risk surfaces. The Data

24   Center must adequately staff the team in a manner

25   that permits the deployment of new initiatives,

1   response to urgent security and technical needs,

2   and maintenance of the existing infrastructure.

3   These three requests for funding

4   will provide some of those resources required to

5   support these vital items, and the Data Center will

6   continue to work with this board, county

7   administration, and OMB to obtain the additional

8   resources required to provide you with the

9   innovation, secure and reliable technology that you

10   need.

11   Should you have any questions or

12   concerns, we would be glad to address them at this

13   time, or you may feel free to reach out to Adam or

14   I at your convenience.

15   Thank you. I appreciate everyone.

16   MR. FRUMKIN: With that, barring any

17   other questions, I defer back to Auditor Stinziano,

18   and wish to thank you for your continued support.

19   SECRETARY STINZIANO: Any questions

20   or comments from members of the board?

21   Seeing no further review, that will

22   conclude our Secretary comments.

23   - - -

24   APPROVAL OF MINUTES

25   - - -

1   SECRETARY STINZIANO: We will move

2 to approval of the minutes of the September 12,

3 2022 Regular Board Meeting. Any amendments or

4 corrections to the minutes?

5   Hearing none, I would like to seek a

6 motion for approval.

7   CLERK O'SHAUGHNESSY: I so move.

8   MR. KOHLHORST: 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   Minutes are approved.

15   (Vote taken; motion passed)

16   - - -

17   NEW BUSINESS

18   RESOLUTION NO. 22-102

19   - - -

20   SECRETARY STINZIANO: Good news, we

21 only have one action today. Is there any desire to

22 move into executive session since it's a personnel

23 matter? Seeing no preference for that, we will

24 move into Resolution 22-102, which is a backfill,

25 Enterprise Business Relationship Manager 1

1   position. Kassy will give us the details.

2   MS. FRANZ: Thank you. Good morning

3   to all. And thank you very much for coming today

4   for one resolution.

5   We are looking and seeking your

6   approval to bring on Shane Lee, Resolution

7   No. 22-102, a Business Relationship Manager 1. It

8   was crucial to meet today because Shane has been

9   recently part of the layoff at Lower.com. So we

10 are really excited to swoop him up, but we knew if

11 we waited until November he might not still be on

12 the market. Shane was currently, or was last week,

13 an account manager at Lower.com. He brings some

14 great relationship management skills and some

15 expertise that will greatly benefit partner

16 agencies and Tasha's team.

17   So with that, we are seeking your

18 approval if there's no questions.

19   Thank you.

20   SECRETARY STINZIANO: Any questions

21 or comments from members of the board?

22   Seeing no further review, I would

23 like to seek a motion for approval of Resolution

24 22-102.

25   CLERK O'SHAUGHNESSY: I so move.

1   MR. CUPPLES: 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   Resolution is approved.

8   (Vote taken; motion passed)

9   - - -

10   OTHER BUSINESS

11   - - -

12   SECRETARY STINZIANO: And that

13 concludes our resolutions. I will go around and

14 see if there's any other business.

15   Judge?

16   JUDGE BROWN: No. Thank you.

17   SECRETARY STINZIANO: Clerk?

18   CLERK O'SHAUGHNESSY: We are good.

19   SECRETARY STINZIANO: Juan?

20   MR. TORRES: No.

21   SECRETARY STINZIANO: Recorder's

22 office?

23   MR. CUPPLES: No.

24   SECRETARY STINZIANO: Treasurer's

25 office?

1   MR. KOHLHORST: No.

2   SECRETARY STINZIANO: Board of

3   Elections?

4   DIRECTOR WHITE: All good.

5   SECRETARY STINZIANO: Got all of the

6   poll workers you need?

7   DIRECTOR WHITE: We are coming. We

8   got about 3,800 signed up so far.

9   MR. FRUMKIN: How many days left,

10   12? 12 days until --

11   DIRECTOR WHITE: Nine days until

12   early vote.

13   SECRETARY STINZIANO: Very good.

14   Next board meeting is on November

15   14th. So just flagging that. It's a little later,

16   but because of when the calendar falls and then the

17   election, it will be on the 14th, Monday, the 14th.

18   Hearing no further business, we are

19   adjourned.

20   Thanks everyone. Great to see you

21   all.

22   - - -

23   Thereupon, the proceeding adjourned at

24   approximately 9:27 a.m.

25   - - -

1   C E R T I F I C A T E

2   - - -

3

4   THE STATE OF OHIO:
                                    SS:
5   COUNTY OF FRANKLIN:

6

7   I, Angela S. Moore, a Professional
     Reporter and Notary Public in and for the State of
8   Ohio, do hereby certify that the foregoing is a
     true, correct, and complete written transcript of
9   the proceedings in this matter;
              That the foregoing was taken by me
10   stenographically and transcribed by me with
     computer-aided transcription;
11   That the foregoing occurred at the
     aforementioned time and place;
12   That I am not an attorney for or
     relative of either party and have no interest
13   whatsoever in the event of this litigation.
              IN WITNESS WHEREOF, I have hereunto set
14   my hand and official seal of office at Columbus,
     Ohio, this 27th day of October, 2022.

15

16

     _____
17   /s/Angela S. Moore
     Notary Public, State of Ohio
18

19

20   My Commission Expires: February 28, 2026.

21   - - -

22

23

24

25

Page 23

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 1                 C E R T I F I C A T E
 2                         - - -
 3
 4    THE STATE OF OHIO:
                                    SS:
 5    COUNTY OF FRANKLIN:
 6
 7              I, Angela S. Moore, a Professional
      Reporter and Notary Public in and for the State of
 8    Ohio, do hereby certify that the foregoing is a
      true, correct, and complete written transcript of
 9    the proceedings in this matter;
                   That the foregoing was taken by me
10    stenographically and transcribed by me with
      computer-aided transcription;
11              That the foregoing occurred at the
      aforementioned time and place;
12              That I am not an attorney for or
      relative of either party and have no interest
13    whatsoever in the event of this litigation.
                   IN WITNESS WHEREOF, I have hereunto set
14    my hand and official seal of office at Columbus,
      Ohio, this 27th day of October, 2022.
15
16         Angela S. Moore
      _____
17    /s/Angela S. Moore
      Notary Public, State of Ohio
18
19
20    My Commission Expires:  February 28, 2026.
21                         - - -
22
23
24
25
```

RESOLUTION NO. 22-103   **NOVEMBER 14, 2022**

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
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. 22-103   **NOVEMBER 14, 2022**

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.

Agency	Description	Number of Units
Auditor	Copier	2
Auditor	Monitor	79
Clerk of Courts	TV Monitor	1
Domestic Relations & Juvenile Court	Desktop PC	2
Domestic Relations & Juvenile Court	Monitor	1
Domestic Relations & Juvenile Court	Printer	1
Economic Development & Planning	Laptop PC	7
Economic Development & Planning	Tablet PC	2
Economic Development & Planning	Docking Station	5
Economic Development & Planning	Conference Phone	1
Economic Development & Planning	Mobile Phone	6
Economic Development & Planning	Network Switch	1
Job & Family Services	Desktop PC	48
Job & Family Services	Server	12
Job & Family Services	Network Switches	13
Job & Family Services	Firewall	1
Job & Family Services	Monitor	218
Job & Family Services	TV Monitor	3
Job & Family Services	Printer	1
Job & Family Services	Scanner	4
Job & Family Services	Router	1
Justice Policy & Programs	Laptop	1
Public Defender	Desktp PC	12
Public Defender	Laptop PC	18
Public Defender	Docking Station	19
Public Defender	Monitor	17
Public Defender	Microfiche	1
Public Defender	Printer	1
Public Defender	VCR	1
Public Facility Management	Server	2
Public Facility Management	Copier	1
Prosecuting Attorney	Desktop PC	20
Prosecuting Attorney	Laptop PC	18
Prosecuting Attorney	Monitor	6
Recorder	Printer	1

Agency	Description	Number of Units
Sheriff	Desktop PC	43
Sheriff	Laptop PC	8
Sheriff	Monitor	7

RESOLUTION NO. 22-104   **NOVEMBER 14, 2022**

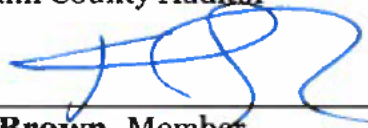## FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA BOARD
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
NETWORK ACCESS LAYER EQUIPMENT 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
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. 22-104   **NOVEMBER 14, 2022**

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
NETWORK ACCESS LAYER EQUIPMENT 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 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 #:   22-104
Dated: 11/14/2022

Title	Network Access Layer Equipment Upgrade
Agency	Franklin County Data Center
Amount	Not to Exceed $2,000,000
Category	Software, Hardware, and Technology Services

Business Justification

The Franklin County Data Center maintains the Franklin County Data Network (FCDN) to support county technology and services. A vital component of the FCDN is the access layer made up of network switches and WiFi access points at all county locations. Equipment, cabling, and software at these locations have reached end-of-life, no longer support the complexity or volume of the technology being used today, and must be upgraded.

Description

This project will utilize the services of a third-party vendor to evaluate each county location, document specifications, and provide a written recommendation. Using a proactive procurement approach, it also purchases 79 access layer network switches and 313 WiFi access points for active projects and early 2023 deployments.

Once the recommendation is received, the Data Center will work closely with County Administration to develop and prioritize an implementation plan for upgrades to all county buildings' network equipment.

Franklin County Data Center Recommendation

The Data Center CIO has reviewed the project and recommends the evaluation and procurement.

Fiscal Information

Funding Source: The Franklin County Network Infrastructure Fund for network reliability.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY ANIMAL CARE AND CONTROL
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
IMPLEMENTATION OF PETHEALTH SHELTER
MANAGEMENT SOLUTION

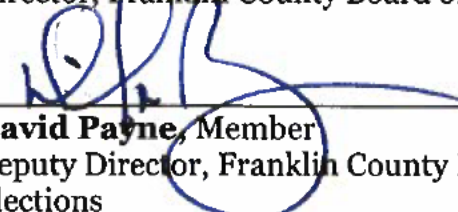| **Voting Aye thereon**	**Voting Nay thereon**
Michael Stinziano, Secretary, Administrator Franklin County Auditor	**Michael Stinziano,** Secretary, Administrator Franklin County Auditor
Kim Brown, Member Judge, Franklin County Court of Common Pleas	**Kim Brown,** Member Judge, Franklin County Court 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
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. 22-105   **NOVEMBER 14, 2022**

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY ANIMAL CARE AND CONTROL
INFORMATION TECHNOLOGY PROCUREMENT REQUEST
IMPLEMENTATION OF PETHEALTH SHELTER
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 the Franklin County Board of Commissioners' approval, and,

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

Title	Implementation of Pethealth Shelter Management Solution
Agency	Franklin County Animal Care and Control
Amount	Not to Exceed $72,000.00
Category	Software and Technology Services

Business Justification

The Franklin County Animal Care and Control (ANCL) mission is to balance the welfare and safety needs of the citizens and dogs in Franklin County. They are dedicated to providing responsible enforcement of dog laws in our community, compassionate treatment of the dogs in our shelter, and ongoing education for our citizens.

ANCL is committed to saving dog lives. Their shelter is the largest county shelter in Ohio. Last year they took in 6,087 dogs and puppies, including all stray dogs in the county, as well as owner surrenders and unwanted litters of puppies.

ANCL currently depends on an animal shelter management software system that is not meeting current expectations or shelter needs. The software has been in place since approximately 2011, with no vendor information on updates to the system, no enhancements since initial installation, and poor customer service support.

Description

ANCL is seeking approval to implement the PetPoint Shelter Management system, a SaaS solution created by Pethealth, Inc. This application will support both the shelter and enforcement staff, allowing them to track and report on animals and services within the shelter, provide external feeds to adoption websites, and provide new functionality allowing for adoption processing in the field at off-site events.

This request covers the cost associated with onboarding, SaaS fees for the life of the 5-year contract, as well as data conversion from the previous shelter management system.

Franklin County Data Center Recommendation

The Data Center has been involved from the start of this process and is continuing to work closely with ANCL and Purchasing to ensure a successful conversion and implementation; therefore recommends the approval of this resolution.

Fiscal Information

Funding Source: General Fund - ANCL is working with the Office of Management and Budget to obtain the necessary funding for 2022.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
BACKFILL: ENTERPRISE GX PLATFORM ENGINEER 1

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

RESOLUTION NO. 22-106   **NOVEMBER 14, 2022**

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
BACKFILL: ENTERPRISE GX PLATFORM ENGINEER 1

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 **22-106** attached hereto and made a part hereof; and,

NOW THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves personal action number **22-106.**

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

Data Center Personnel Action – Backfill– Kristen Pietras

PERSONNEL ACTION FORM	
TRANSACTION TYPE	Backfill
EMPLOYEE/CANDIDATE NAME:	Kristen Pietras
PERSONNEL ACTION NUMBER	22 - 106
PERSONNEL ACTION DATE (BOARD)	November 14, 2022
DATA CENTER SECTION	Enterprise IT
NEW JOB POSITION / TITLE	Enterprise GX Platforms Engineer 1
PAY GRADE	11
EFFECTIVE DATE	November 14, 2022

PAY GRADE SALARY RANGE		
MINIMUM	MID	MAXIMUM
$58,982	$67,829	$76,677

	BASE RATE	ANNUAL SALARY
NEW	$ 33.6538	$ 70,000

KEY RESPONSIBILITIES OF THE ROLE

- Build and maintain platform expertise in relevant features, operations, and client usage patterns, including through upgrades or other changes
- Provide direct and indirect user support, including end user documentation and/or training
- Collaborate with the FCDC Help Desk on end user support, enabling first-contact incident or request resolution where possible and handling escalated incidents and requests as needed
- Collaborate with platform vendor support to resolve system issues or user support requests
- Collaborate with FCDC engineering teams on server, network, security, and cloud systems design, deployment, and maintenance
- Collaborate with FCDC project management and client relations teams on major upgrade efforts, platform feedback, and communications
- Collaborate with major 3rd party consulting firms providing contracted support and development services, as needed
- Develop and maintain platform integrations via vendor-supplied APIs or other automated procedures or tools where needed and possible
- Monitor and/or manage platform licensing via collaboration with FCDC procurement
- Drive system upgrades and manage maintenance while coordinating with users, third-party consultants, and the platform vendor
- Advocate for the needs and interests of users in discussions with platform vendors
- Analyze fit-for-purpose, utilization rates, and calculate Total Cost of Ownership (TCO) periodically during each platform's lifecycle and use these and other assessments to recommend changes, up to and including platform replacement as needed
- Acquire platform-relevant training and maintain appropriate certifications

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

- Document how client business processes are integrated with platform functions, including visual workflow diagrams (using tools like Microsoft Visio) and clearly written verbal descriptions
- Act as platform ombudsman and evangelist with users and client organizations, promoting benefits and encouraging usage
- Develop platform monitoring methods and post-patching / post-upgrade testing procedures to validate system efficacy
- Support period system regulatory compliance reviews and produces security and audit evidence as needed

EMPLOYMENT NOTABLES

- As the IT Multi-Disciplinary Technician II at the Ohio State College of Optometry, she manages and resolves escalated Help Desk tickets to a variety of users to ensure operational success. She also works as a DocuSign administrator, creates batch files, and utilizes Task Scheduler to automate processes.
- Prior to her role at Ohio State, she was an IT Support Specialist at Nitsch Engineering Inc. where she managed Help Desk tickets and solved between 200 and 250 tickets a month using a variety of tools and strategies to troubleshoot and provide appropriate support.
- Before Kristen's time at Nitsch Engineering, she obtained an additional ~2-3 years in Help Desk environments where she monitored tickets, provided support to a variety of users and troubleshooted a plethora of devices and systems.
- Kristen's dedication to the field and eagerness to grow and learn is evident and her background and perspective will bring great value to the Enterprise Applications team.

EDUCATION & OTHER CREDENTIALS

- Bachelor of Arts in Sociology; Minor in IT – University of Massachusetts Amherst
  - Summa Cum Laude

RELEVANT WORK EXPERIENCE

- Vendor Support – 2 years
- IT Experience – 4 years
- Microsoft Visio – 2 years
- Application Support – 3 years
- Customer Service – 5 years
- Documentation – 4 years

SCREENING STATUS

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

Kassy Franz, Director, Human Resources

Kristen Pietras

Education

University of Massachusetts Amherst   May 2019
- Bachelor of Arts in Sociology; Minor in Information Technology; Certificates in Population Studies and Social Research Analysis
  Honors: *Summa Cum Laude* (GPA: 3.99)

Professional Experience

IT Multi-Disciplinary Technician II   May 2022 – Present
College of Optometry, The Ohio State University, Columbus, OH
- Manage and resolve incoming escalated tickets through Solarwinds Help Desk for the College of Optometry faculty, staff, students, researchers, and administrators to ensure operational success
- Identify, troubleshoot, and provide support at an advanced technical level for complex issues involving Windows PCs, multifunction devices, networking, Optometry-specific apps
- Utilize SCCM to create image deployments, launch software updates, and provide remote support
- Work as a DocuSign administrator to send equipment issuance forms to our end-users
- Create batch files, utilize Task Scheduler to automate processes on production servers

IT Support Specialist   April 2021 – May 2022
Nitsch Engineering, Inc., Boston, MA
- Manage incoming Help Desk tickets, solving approximately 200 to 250 tickets per month
- Write documentation used to train new hires on the software programs provided
- Set up new Windows PCs and VMWare Horizon virtual desktops; manage, update, and troubleshoot issues on existing devices using asset management tools such as Lansweeper
- Manage Active Directory users and group policies, manage users within Microsoft Azure portal
- Monitor file, license, and VM servers, installing and updating software on servers when necessary

Technical Support Specialist   July 2019 – April 2021
Collaborative for Educational Services and Department of Youth Services, Northampton, MA
- Monitor the daily ticket intake through Zendesk, providing detailed customer support to end users, and resolving approximately 150 client support tickets per month
- Image Windows and Mac operating systems, deploying software updates when necessary
- Install, configure, and troubleshoot printers, scanners, copiers, AV, and telecom systems
- Perform computer hardware repairs such as replacing hard drives, batteries, and connector cables

Learning Commons Student Leader   August 2018 – May 2019
Teaching and Learning Services, University of Massachusetts, Amherst, MA
- Develop training materials designed to act as a self-guided resource for student employees
- Act as a lead to student employees, assist supervisors with interviewing and scheduling

Learning & Faculty Commons Student Assistant   September 2016 – August 2018
Teaching and Learning Services, University of Massachusetts, Amherst, MA
- Assist faculty and staff in using PCs and Macs, printers, scanners, copiers, and fax machines
- Troubleshoot Microsoft Office and Adobe Creative Suite programs

Activities

Teaching Assistant   Spring 2019
University of Massachusetts Amherst, MA
- Assist instructor in teaching undergraduate students HTML/CSS

Technology Skills
- Microsoft Office, Adobe Creative Cloud, Google Workspace, VMWare Horizon, HTML/CSS
- Beginner: Salesforce, CMD Prompt, PowerShell, Python, R/RStudio, SQL

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
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

RESOLUTION NO. 22-107   **NOVEMBER 14, 2022**

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 **22-107** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-107**.

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

Data Center Personnel Action – Promotion – Christian Bryant

PERSONNEL ACTION FORM	
TRANSACTION TYPE	Promotion
EMPLOYEE/CANDIDATE NAME:	Christian Bryant
PERSONNEL ACTION DATE (BOARD)	November 14, 2022
DATE HIRED	December 21, 2020
YEARS WITH DATA CENTER	1 year, 10 months, 24 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	07

PAY GRADE SALARY RANGE		
MINIMUM	MID	MAXIMUM
$ 43,243	$ 49,730	$ 56,216

	BASE RATE	ANNUAL SALARY
Previous	$ 23.1781	$ 48,210.50
Increase		$6,789.50
New	$26.4423	$55,000.00

MISCELLANEOUS ACTIONS / COMMENTS

In 2020, Christian joined the helpdesk team as our only level 1 analyst, but it didn't take long to start showing great promise in moving up rather quickly. He was always eager to learn from his fellow team members, had a strong work ethic, and was dedicated to advancing his career. Since joining the team, Christian took the lead on a few major projects, such as; PRAT Teams Conference setup, 2022 OnBase 18 Upgrade, and CRNR MDI conference, to name a few. Christian also gained two certifications in 2022, the ITIL Foundations and his A+. These two certifications are well-known within the industry and further prove his passion and drive. This promotion to level 2 is well-deserved, and we look forward to his continued growth at FCDC.

Kassy Franz, Director Human Resources

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: CHIEF PEOPLE OFFICER

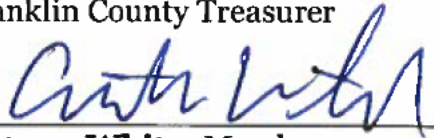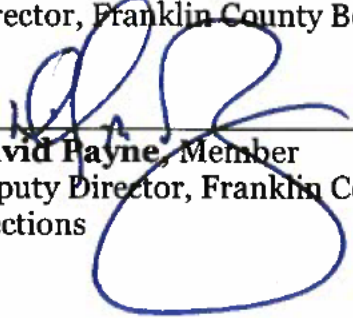| Voting Aye thereon	Voting Nay thereon
Michael Stinziano, Secretary, Administrator Franklin County Auditor	**Michael Stinziano,** Secretary, Administrator Franklin County Auditor
Kim Brown, Member Judge, Franklin County Court of Common Pleas	**Kim Brown,** Member Judge, Franklin County Court of Common 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

RESOLUTION NO. 22-108   **NOVEMBER 14, 2022**

FRANKLIN COUNTY, OHIO
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER
PERSONNEL ACTION
PROMOTION: CHIEF PEOPLE 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 **22-108** attached hereto and made a part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **22-108**.

FRANKLIN COUNTY, OHIO
## AUTOMATIC DATA PROCESSING BOARD

Data Center Personnel Action – Promotion – Kassy Franz

PERSONNEL ACTION FORM	
TRANSACTION TYPE	Promotion
EMPLOYEE/CANDIDATE NAME:	Kassy Franz
PERSONNEL ACTION DATE (BOARD)	11/12/2022
DATE HIRED	03/06/2017
YEARS WITH FRANKLIN COUNTY	5 years 8 months 8 days
CURRENT DATA CENTER SECTION	Executive Administration
NEW DATA CENTER SECTION	Executive Administration
CURRENT JOB POSITION / TITLE	Director, Human Resources
NEW JOB POSITION / TITLE	Chief People Officer
PAY GRADE	18

PAY GRADE SALARY RANGE		
MINIMUM	MID	MAXIMUM
$ 106,198	$ 122,128	$ 138,057

	BASE RATE	ANNUAL SALARY
PREVIOUS	$ 47.8914	$ 99,614.06
Increase	$7.3971	$ 15,385.94
NEW	$ 55.2885	$ 115,000.00

MISCELLANEOUS ACTIONS / COMMENTS

Kassy Franz has single-handedly been running the Human Resources department at FCDC since 2019. During that time, she has managed to successfully recruit and hire over 45 full-time employees, and she has worked in conjunction with the Executive Leadership team to turn the culture a complete 180 and make FCDC one of the top places to work. Kassy has also aided in recruiting IT personnel and leadership for our partner agencies within the county. She is well-respected by all her fellow peers both in and outside the county and is ready to enhance FCDC even further. She has earned multiple certifications, with her last one being the SHRM-SCP (Senior Certified Professional). She looks forward to expanding her knowledge in additional areas in 2023 that will focus on driving strategy, change management, and executive communication/leadership. Kassy knows that any business's most valuable assets are their people and is excited to continue leading the charge to hiring the right talent and retaining them. With her proven track record of strong management, communication, and problem-solving skills, this promotion is well-deserved, and we are excited to see how she continues to drive FCDC to success.

Adam Frumkin, CIO

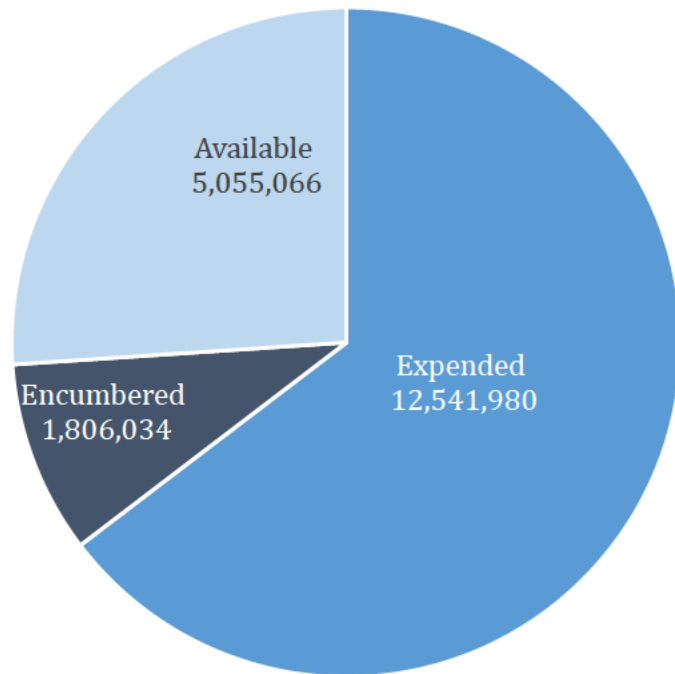Franklin County Data Center Financial Update as of November 3, 2022

2022 Revenue	Original Appropriation	Revised Budget	YTD Collected		Delta	Percent Collected	Budget Outstanding
Service Fees & Charges	3,818,611		2,748,398		1,070,213	72%	28%

2022 Outstanding Revenue	Current	< 30 Days Past Due	< 60 Days Past Due	< 90 Days Past Due	Over 90 Days Past Due	Total Billed Outstanding
	166,708	86,141	8,615	7,380	80,429	349,272

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Billed Outstanding 349,272
Delta 720,941
Collected 2,748,398
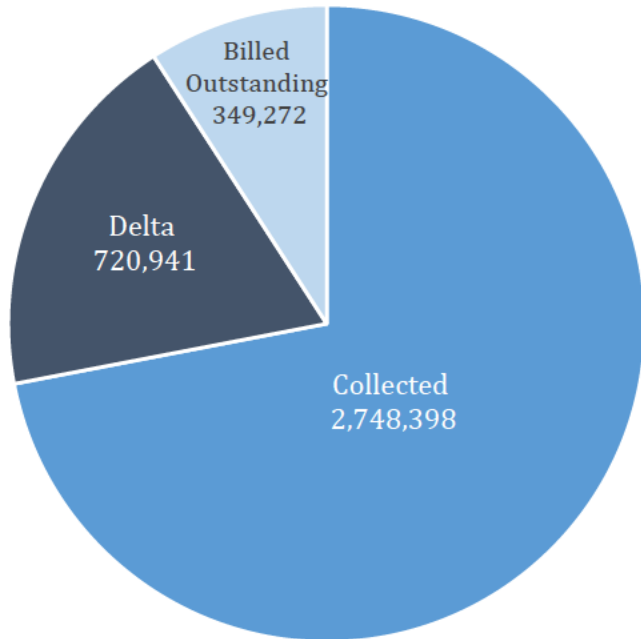
Franklin County Data Center Financial Update as of November 3, 2022

2022 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Expended & Encumbered	Percent Available
Salaries and Wages	6,044,028	6,320,667	5,706,846	-	613,821	90%	10%
Benefits and Taxes	2,399,956	2,445,191	2,201,412	-	243,779	90%	10%
Materials and Services	10,637,222		4,633,722	1,806,034	4,197,466	61%	39%
Capital Investment	-	-	-	-	-		
Total	19,081,206	19,403,080	12,541,980	1,806,034	5,055,066	74%	26%

Franklin County Data Center Project Procurement Update as of November 3, 2022

Resolution Number	Resolution Date	Resolution Amount	Expended Amount	Remaining / Savings	Status	Description
22-084	8/1/2022	500,000	76,954	423,046	Ongoing	Network Infrastructure associated with Body-Worn Camera project
22-085	8/1/2022	670,431			Awaiting Delivery in 2023	General Session 11/8/2022 - Approves commitment letter for 2022 order and 2023 delivery and payment
22-011	2/7/2022	540,000	481,997	58,004	Ongoing	Endpoint devices for countywide deployment
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
21-102	12/6/2021	10,440,222	6,439,756	4,000,466	Ongoing	Data Center 2022 baseline budget routine and ongoing expenses
22-104	11/14	2,000,000			Awaiting Delivery	11/8/2022 Order placed for swithces and SPI
22-012	2/7/2022	180,000	169,534	10,466	Complete	Network Switches