

# Franklin County Automatic Data Processing Board

**Michael Stinziano, Secretary/Chief Administrator**

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

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

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

**Date:** September 05, 2024

**Subject:** Agenda for the Monday, September 09, 2024, Data Processing Board Meeting

The proposed agenda for the Monday, September 09, 2024, Franklin County Automatic Data Processing Board meeting is attached for your review. The meeting will be held in the Olympus Room (FCDC Auditorium) on the 9<sup>th</sup> floor of the Franklin County Courthouse, 373 S. High Street, Columbus, Ohio 43215.

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

AN AGENDA WILL BE PROVIDED TO YOU AT THE MEETING.

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

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

# AGENDA-Automatic Data Processing Board Meeting, September 09, 2024

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

- **Call to Order**
- **Pledge of Allegiance**
- **Secretary's Comments**
- **Approve or amend the Minutes of August 05, 2024, Regular Data Board Meeting**
- **New Business**

— **Resolution No. 24-072 Franklin County – Technical Equipment Salvage**

— **Resolution No. 24-073 Franklin County Data Center – Information Technology Grant Funding**

— **Resolution No. 24-074 Franklin County Data Center – Domain Name Security**

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

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

- **Second, the Motion to Hold an Executive Session**  
Roll call vote (requires a majority of the quorum)
- **Move to Executive Session**
- **Executive Session**
  - Resolution No. 24-075 Personnel Action – New Hire – GRC Analyst 1
  - Resolution No. 24-076 Personnel Action – Promotion – Partner Services Manager
  - Resolution No. 24-077 Personnel Action – Promotion – GX Product Owner 3
  - Resolution No. 24-078 Personnel Action – Promotion – GX Product Owner 2
  - Resolution No. 24-079 Personnel Action – Promotion – Enterprise Business Analyst 1
  - Resolution No. 24-080 Personnel Action – Pay Increase – Enterprise Cloud & Client Engineer 1
  - Resolution No. 24-081 Personnel Action – Pay Increase – Deputy Chief of Staff
- **Motion to Adjourn the Executive Session**  
Roll call vote (requires a majority of the quorum)

## **Reconvene in Special Session**

- Resolution No. 24-075 Personnel Action – New Hire – GRC Analyst 1**
- Resolution No. 24-076 Personnel Action – Promotion – Partner Services Manager**
- Resolution No. 24-077 Personnel Action – Promotion – GX Product Owner 3**
- Resolution No. 24-078 Personnel Action – Promotion – GX Product Owner 2**
- Resolution No. 24-079 Personnel Action – Promotion – Enterprise Business Analyst 1**
- Resolution No. 24-080 Personnel Action – Pay Increase – Enterprise Cloud & Client Engineer 1**
- Resolution No. 24-082 Personnel Action – Pay Increase – Deputy Chief of Staff**


## **Other Business**

## **Adjourn**

**FRANKLIN COUNTY AUTOMATIC DATA PROCESSING BOARD**

**Minutes of the August 05, 2024, Regular Board Meeting**


Date Approved: September 09, 2024


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


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

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

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

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

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

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

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

# Franklin County Automatic Data Processing Board

**Michael Stinziano, Secretary/ Chief Administrator**

*Cheryl Brooks Sullivan • Chris Brown • Daniel O'Connor, Jr*

*John O'Grady • Maryellen O'Shaughnessy • Antone White • David Payne*

*373 S. High Street, FCDC Olympus, 9<sup>th</sup> Floor, Columbus, Ohio*

*8/5/2024*

## **Board Members present:**

Franklin County Auditor's Office, Jo Ellen Cline - Delegate  
Franklin County Court of Common Pleas, Andrew Byerly - Delegate  
Franklin County Clerk of Courts, Angela Matthews - Delegate  
Franklin County Board of Commissioners, Juan Torres - Delegate  
Franklin County Recorder, Daniel J. O'Connor  
Franklin County Treasurer, Dusten Kohlhorst - Delegate  
Franklin County Board of Elections, Antone White  
Franklin County Board of Elections, David Payne

## **Also Present:**

Adam Frumkin, FCDC Chief Information Officer  
Kassy Franz, FCDC Chief People Officer  
Trevor Cansler, FCDC Chief Technology Officer  
Kara Cruikshank, FCDC Chief of Staff  
Nikki Milburn, FCDC Chief Information Security Officer  
John Proffitt, FCDC Chief Digital Officer  
Mary Ann Brooks, FCDC Executive Administrative Assistant

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

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Secretary's Comments**
- IV. Approval of Minutes of 07/01/2024, Regular Data Board Meeting**

Jo Ellen Cline asked for a motion to approve the following meeting minutes. Antone White moved to approve the meeting minutes; Daniel J. O'Connor Jr. seconded; the motion carried. A voice vote was taken, and the following board members voted to approve the minutes: Jo Ellen Cline, Andrew Byerly, Angela Mathews, Juan Torres, Daniel J. O'Connor Jr., Dusten Kohlhorst, Antone White, David R. Payne.

## **V. New Business**

### **Resolution No. 24-068 Technical Equipment Salvage**

Jo Ellen Cline asked for a motion to approve the resolution. Daniel J. O'Connor Jr. moved to approve the resolution; Angela Mathews seconded; the motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Jo Ellen Cline, Andrew Byerly, Angela Mathews, Juan Torres, Daniel J. O'Connor Jr., Dusten Kohlhorst, Antone White, David R. Payne.

## **Franklin County Automatic Data Processing Board**

***Michael Stinziano, Secretary/ Chief Administrator***

*Cheryl Brooks Sullivan • Chris Brown • Daniel O'Connor, Jr*

*John O'Grady • Maryellen O'Shaughnessy • Antone White • David Payne*

*373 S. High Street, FCDC Olympus, 9<sup>th</sup> Floor, Columbus, Ohio*

8/5/2024

### **Resolution No. 24-069 Franklin County Purchasing Dept Master Service Agreement**

Jo Ellen Cline asked for a motion to approve the resolution. Daniel J. O'Connor Jr. moved to approve the resolution; Dusten Kohlhorst seconded; the motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Jo Ellen Cline, Andrew Byerly, Angela Mathews, Daniel J. O'Connor Jr., Dusten Kohlhorst, Antone White, David R. Payne. The following abstained from Voting Juan Torres.

### **Resolution No. 24-070 Franklin County Auditor's Office Master Service Agreement**

Jo Ellen Cline asked for a motion to approve the resolution. Antone White moved to approve the resolution; Daniel J. O'Connor Jr. seconded; the motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Andrew Byerly, Angela Mathews, Juan Torres, Daniel J. O'Connor Jr., Dusten Kohlhorst, Antone White, David R. Payne. The following abstained from Voting Jo Ellen Cline.

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

Jo Ellen Cline asked for a motion to move into executive session. The Board denied the motion and continued with the open meeting.

### **VII. Personnel Matters**

#### **Resolution No. 24-071 - Personnel Action - Backfill**

Jo Ellen Cline asked for a motion to approve the resolution. Antone White moved to approve the resolution; Daniel J. O'Connor Jr. seconded; the motion carried. A voice vote was taken, and the following board members voted to approve the resolution: Jo Ellen Cline, Andrew Byerly, Angela Mathews, Juan Torres, Daniel J. O'Connor Jr., Dusten Kohlhorst, Antone White, David R. Payne.

### **VIII. Other Business**

#### **IX. Adjourn**

Meeting was adjourned at 9:18 AM

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY  
TECHNICAL EQUIPMENT SALVAGE

Voting Aye thereon

Voting Nay thereon

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

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

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

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

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

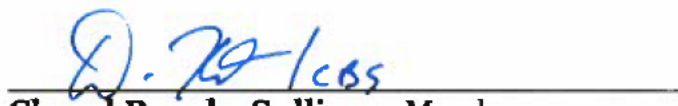
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

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

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

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

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

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

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

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

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

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

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

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

**FRANKLIN COUNTY  
TECHNOLOGY EQUIPMENT SALVAGE**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board recommends the Franklin County Board of County Commissioners, in accordance with Ohio Revised Code Section §307.12, and Franklin County Board of Commissioners Resolution 0276-24, that the equipment specified in the attached list be placed for public sale or disposal per the County Property Policy.





Franklin County Automatic Data Processing Board  
 Technical Equipment Salvage Resolution  
 Resolution #: 24-072  
 Date: 09/09/2024

Agency	Description	Number of Units
Clerk of Courts	Desktop PC	112
Clerk of Courts	Podium	1
Clerk of Courts	Printer	8
Court of Common Pleas, General	Access Points	6
Court of Common Pleas, General	Cabling Kit	1
Court of Common Pleas, General	Ethernet Switch	5
Court of Common Pleas, General	External CD Drive	2
Court of Common Pleas, General	Fiber Optic Light	1
Court of Common Pleas, General	Gateway	2
Court of Common Pleas, General	Headset	2
Court of Common Pleas, General	Hub	1
Court of Common Pleas, General	KVM	3
Court of Common Pleas, General	Line Test Kit	1
Court of Common Pleas, General	Modem	1
Court of Common Pleas, General	Monitor	1
Court of Common Pleas, General	Optical Power M	1
Court of Common Pleas, General	PDU	2
Court of Common Pleas, General	Print Server	4
Court of Common Pleas, General	Removable Cartridge	1
Court of Common Pleas, General	Router	5
Court of Common Pleas, General	SCSI Card	1
Court of Common Pleas, General	Tape Drive	1
Court of Common Pleas, General	Timer	4
Court of Common Pleas, General	UPS	2
Court of Common Pleas, General	Wireless Modem	1
Court of Common Pleas, General	Wireless NIC	8
Coroner	Laptop PC	1
Board of Developmental Disabilities	Amplifier	1
Board of Developmental Disabilities	Desktop PC	18
Board of Developmental Disabilities	Docking Station	2
Board of Developmental Disabilities	DVD player	1
Board of Developmental Disabilities	Laptop PC	11
Board of Developmental Disabilities	Monitor	2
Board of Developmental Disabilities	Phone	24
Board of Developmental Disabilities	Server	2

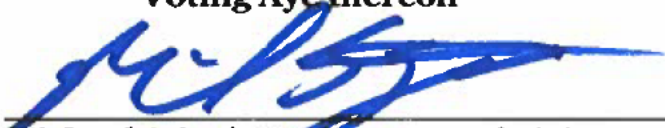
Agency	Description	Number of Units
Children Services	CPS Chalkboard	1
Children Services	Digital Media Player	2
Children Services	Docking Station	434
Children Services	Fax Machine	9
Children Services	Fingerprint Scanner	2
Children Services	KVM	4
Children Services	Microfiche	2
Children Services	Mobile Hotspot	324
Children Services	Monitor	74
Children Services	Phone	50
Children Services	Printer	11
Children Services	Projector	11
Children Services	Radio Charger	7
Children Services	Scanner	12
Children Services	Weather Alert Radio	1
Children Services	Wireless Bridge	1
Data Center	Laptop PC	3
Probate Court	Desktop PC	16
Probate Court	Monitor	1
Probate Court	Phone	1
Recorder	Desktop PC	4
Recorder	Monitor	4
Recorder	Printer	12
Veteran Services	Desktop PC	9
Veteran Services	Laptop PC	46
Veteran Services	iPhone	1
Veteran Services	Monitor	12
Veteran Services	PA Speaker	1
Veteran Services	Printer	10
Veteran Services	Projector	2
Veteran Services	Wireless Alphanu	1

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
INFORMATION TECHNOLOGY GRANT FUNDING

Voting Aye thereon

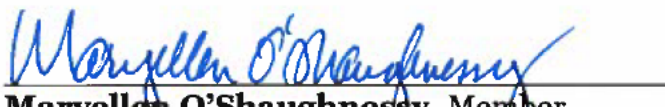
Voting Nay thereon

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

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

  
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Judge, Franklin County Court of Common Pleas

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

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


ABSTAIN

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

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

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

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Director, Franklin County Board of Elections

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Deputy Director, Franklin County Board of  
Elections

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Deputy Director, Franklin County Board of  
Elections

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

**FRANKLIN COUNTY DATA CENTER  
INFORMATION TECHNOLOGY GRANT FUNDING**

**WHEREAS**, in accordance with Ohio Revised Code section 307.15, the Franklin County Board of Commissioners may enter into agreements with other governmental entities to perform various functions and services;

**WHEREAS**, the Data Center (FCDC) and the Board of Commissioners, Office of Management and Budget (OMB) are committed to leveraging innovation through technology to enhance the operations and service delivery of all Franklin County Agencies, Boards, Courts, and Commissions;

**WHEREAS**, various technology grants may become available to support the strategic objectives and improve the information technology capabilities of the County;

**WHEREAS**, it is in the best interest of the County to authorize the Data Center Chief Information Officer (CIO) and OMB to jointly apply for such grants to maximize the benefits to the County;

**NOW, THEREFORE, BE IT RESOLVED** by the Franklin County Automatic Data Processing Board:


1. That the Automatic Data Processing Board supports leveraging innovation through technology and available grant funding to enhance the operations and service delivery of Franklin County Agencies, Boards, Courts, and Commissions.
2. That the FCDC CIO and OMB may identify, prepare documentation, and apply for technology grant funding on behalf of Franklin County that aligns with the County's information technology objectives.
3. That the FCDC CIO and OMB may oversee the administration of the agreements and provide quarterly updates to the board.

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
DOMAIN NAME SECURITY

Voting Aye thereon

Voting Nay thereon

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

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Franklin County Auditor

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

**FRANKLIN COUNTY DATA CENTER  
INFORMATION TECHNOLOGY PROCUREMENT REQUEST  
DOMAIN NAME SECURITY**

**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 detail 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 ERP.



Franklin County Automatic Data Processing Board  
Information Technology Project Resolution  
Resolution #: 24-074  
Dated: 09/09/2024

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Title	Domain Name Security
Agency	Franklin County Data Center
Amount	Not to Exceed \$100,000
Category	Services and Domains

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### **Business Justification**

Franklin County uses the top-level domain (TLD) franklincountyohio.gov to indicate information, communication, and services from an official government site. A .gov domain can only be purchased from the U.S. federal government. It increases a government website's security, trust, and accountability while ensuring the public can quickly identify official government information.

However, there is a risk associated with a bad actor using one of the TLDs below for malicious purposes, such as phishing or distributing malware or misinformation.

The Data Center currently owns franklincountyohio.gov. We propose buying the following to secure the TLDs.

1. franklincountyohio.com
2. franklincountyohio.org
3. franklincountyohio.net
4. franklincountyohio.us
5. franklincountyoh.com
6. franklincountyoh.org
7. franklincountyoh.net
8. franklincountyoh.us

### **Description**

The Data Center will work with brokers to locate and buy up to ten existing TLD franklincountyohio and franklincountyoh domain names with .com, .org, .net, or .us extensions. Once procured, maintaining the domains will cost less than \$1,000 annually.

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

The Data Center CIO recommends this procurement for increased security.

### **Fiscal Information**


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

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
NEW HIRE: ENTERPRISE GRC ANALYST 1

Voting Aye thereon

Voting Nay thereon

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

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

  
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Judge, Franklin County Court of Common Pleas

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Director, Franklin County Board of Elections

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

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

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



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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
NEW HIRE: ENTERPRISE GRC 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 Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-075** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-075**.

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

**Data Center Personnel Action – New Hire – Victoria Smith**

PERSONNEL ACTION FORM			
TRANSACTION TYPE		New Hire	
EMPLOYEE/CANDIDATE NAME:		Victoria Smith	
PERSONNEL ACTION NUMBER		24-075	
PERSONNEL ACTION DATE (BOARD)		09/09/2024	
DATA CENTER SECTION		Enterprise Security	
NEW JOB POSITION / TITLE		Enterprise GRC Analyst 1	
PAY GRADE		11	
EFFECTIVE DATE		09/09/2024	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$63,701	\$78,034	\$92,366	
	BASE RATE	ANNUAL SALARY	
NEW	\$36.0576	\$ 75,000.00	
<b><u>KEY RESPONSIBILITIES OF THE ROLE</u></b>			
<ul style="list-style-type: none"> <li>• Research, develop, publish, and implement Information Security Policies, manuals, processes, and procedures.</li> <li>• Ensuring that partner agencies understand security technology solution's overall solution delivery while aligning compliance to governance processes and understanding resources available to the agency</li> <li>• Plan, deploy, and apply metrics for the Franklin County Annual Security Awareness Training campaign</li> <li>• Plan, deploy, and apply metrics for the Franklin County Annual Cyber Security Awareness Month campaign</li> <li>• Develop and facilitate additional training as needed for security-related topics and capabilities</li> <li>• Plan, develop, and facilitate incident response simulation activities with Data Center teams and Business Partners</li> <li>• Provide recommendations for improvement as a result of Incident Response simulation information</li> <li>• Collaborate with the security vulnerability team to review, document, track, and collaborate on remediation of vulnerabilities</li> <li>• Development of audit reports, ensuring compliance with standards and protocols and the development of appropriate corrective action</li> <li>• Prepare regular reports outlining security vulnerabilities, compliance status, and recommended actions for executive review</li> </ul>			

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

- Collaboration with auditors to provide evidence of compliance
- In partnership with Business Partners, identify opportunities to enhance existing cybersecurity processes, procedures, and workflows
- Assists in the development of metrics for each security capability to be presented to business partners and executive leadership
- Collaborates with finance and procurement teams on continuous improvement efforts for security training needs
- Track and review exceptions to security policy/standards
- Applying interpersonal skills with technical and non-technical customers to ensure an understanding of security concepts
- Assists as needed in Incident Response (IR) in the event of a breach, intrusion, or theft
- Monitor and coordinate compliance activity with information security policies
- Will be required to respond to assist with security events during non-traditional hours as needed.

**EMPLOYMENT NOTABLES**

- Completed a curriculum that emphasized managerial and technical cybersecurity operations, such as fundamental.
- cybersecurity concepts, cyber investigations and incident management, threat intelligence and analysis, current threats, and
- vulnerabilities in networks, responding to security incidents and achieving business continuity, laws and regulations on
- information security and privacy, global cyber operations, and executive cyber leadership.
- Became familiar with SQL, Java, and Microsoft Azure software, which has prepared me for various cyberinfrastructure roles.

**EDUCATION & OTHER CREDENTIALS**

- Bachelor of Science in Criminology and Criminal Justice Studies and International Studies – The Ohio State University
- Master of Science in Cybersecurity – Tiffin University

**RELEVANT WORK EXPERIENCE**

- U.S. Bank-Risk, Compliance, and Audit Specialist - CDDO KYC Refresh Provides guidance, support, and recommendations to Lines of Business and assists in the implementation of
- Risk/Audit/Compliance Initiatives.
- Maryhaven & Union County Sheriff's Office Criminal Justice Community Navigator
- Gathered and reported overdose data and used it to determine where follow-ups should be held and which areas need the most resources in the county
- Correctional Institution Inspection Committee Procedure Analysis Intern
- Conducted research on various Ohio Revised Codes that applied to incarcerated individuals
- Attended correctional institution inspections to ensure that each prison was following state policy in adherence to Ohio Revised Code

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

**SCREENING STATUS**

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

Kassy Franz, Chief People Officer

# Victoria Elizabeth Smith

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## EDUCATION

### The Ohio State University

*Bachelor of Science in Criminology and Criminal Justice Studies  
and International Studies*

**Columbus, Ohio**

*August 2018-December 2021*

- Specialization: Security and Intelligence
- Minors: History, Political Science, Pre-Law
- Lumley Memorial Scholarship
- Scarlet and Gray Scholarship

### Tiffin University

*M.S. Cybersecurity*

**Tiffin, Ohio**

*January 2023- May 2024*

- Completed a curriculum that emphasized both managerial and technical cybersecurity operations such as fundamental cybersecurity concepts, cyber investigations and incident management, threat intelligence and analysis, current threats and vulnerabilities in networks, responding to security incidents and achieving business continuity, laws and regulations on information security and privacy, global cyber operations, and executive cyber leadership.
  - Became familiar with software such as SQL, Java, and Microsoft Azure that has prepared me for various cyberinfrastructure roles.
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## WORK EXPERIENCE

### U.S. Bank

*Risk, Compliance, and Audit Specialist - CDDO KYC Refresh*

**Columbus, Ohio**

*October 2022-Present*

- Assists in the implementation of an effective risk management framework.
- Monitors systems, databases, information, processes and procedures.
- Identifies and escalates matters requiring attention to the appropriate area.
- Provides guidance, support and recommendations to Lines of Business and assists in the implementation of Risk/Audit/Compliance initiatives.

### Maryhaven & Union County Sheriff's Office

*Criminal Justice Community Navigator*

**Marysville, Ohio**

*January 2022-October 2022*

- Served as a liaison between Union County's law enforcement and first responders and mental health/substance use treatment agencies
- Was responsible for connecting Union County residents to resources they need whether behavioral, substance-related, financial, clothing, residential, etc.
- Gathered and reported overdose data and used it to determine where follow-ups should be held and which areas need the most resources in the county

### Correctional Institution Inspection Committee

*Procedure Analysis Intern  
2021*

**Columbus, Ohio**

*May 2021-August*

- Conducted research of various Ohio Revised Codes that applied to incarcerated individuals
- Addressed inmates' concerns via written correspondence containing various procedures necessary to resolve issues
- Attended correctional institution inspections to ensure that each prison was following state policy in adherence to Ohio Revised Code

## INVOLVEMENT

### Alpha Phi Omega National Service Fraternity

*Member*

**Columbus, Ohio**

*January 2019-December 2021*

### Ohio State University Criminology Club

*Member*

**Columbus, Ohio**

*January 2019-December 2021*

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: PARTNER SERVICES MANAGER

Voting Aye thereon

Voting Nay thereon

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

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

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

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Franklin County Recorder

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Franklin County Treasurer

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Deputy Director, Franklin County Board of  
Elections

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Deputy Director, Franklin County Board of  
Election

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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: PARTNER SERVICES 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 Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-076** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-076**.

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

**Data Center Personnel Action – Promotion – Melissa Peoples**

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Melissa Peoples	
PERSONNEL ACTION DATE (BOARD)		September 9, 2024	
DATE HIRED		September 23, 2019	
YEARS WITH DATA CENTER		4 years 11 months 17 days	
YEARS WITH FRANKLIN COUNTY		19 years 11 months 5 days	
CURRENT DATA CENTER SECTION		People Operations	
NEW DATA CENTER SECTION		People Operations	
CURRENT JOB POSITION / TITLE		Partner Experience Manager 3	
NEW JOB POSITION / TITLE		Partner Services Manager	
PAY GRADE		16	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 89,197	\$ 109,267	\$ 129,336	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 47,709.6	\$ 99,236.02
Increase		\$4,770.9	\$ 9,923.60
NEW		\$ 52,480.5	\$ 109,159.62
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Melissa has been a valuable addition to FCDC since she started almost five years ago. She has over 20 years of experience working for Franklin County and has extensive county knowledge. Her exceptional relationship-building skills and high level of integrity make her a perfect fit for her position. Melissa has continued to build her professional development by obtaining certifications, taking leadership courses, and leading our internal FCDC DEI efforts. She is eager to lead the PXM team and ensure that we continue providing our partners with the best experience. This promotion is well-deserved, and I am thrilled to personally support Melissa in becoming the best leader for the PXM team.</p>			
<p>Kassy Franz, Chief People Officer</p>			



FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: GX PRODUCT OWNER 3

Voting Aye thereon


Voting Nay thereon

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

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Franklin County Auditor

  
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Judge, Franklin County Court of Common Pleas

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Director, Franklin County Board of Elections

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Director, Franklin County Board of Elections

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

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

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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: GX PRODUCT OWNER 3**

**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 Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-077** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-077**.

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

**Data Center Personnel Action – Promotion – Harrison Ponce**

PERSONNEL ACTION FORM			
TRANSACTION TYPE	Promotion		
EMPLOYEE/CANDIDATE NAME:	Harrison Ponce		
PERSONNEL ACTION DATE (BOARD)	09/09/2024		
DATE HIRED	09/25/2023		
YEARS WITH FRANKLIN COUNTY	1 year		
CURRENT DATA CENTER SECTION	GX Foundry		
NEW DATA CENTER SECTION	GX foundry		
CURRENT JOB POSITION / TITLE	GX Product Owner 2		
NEW JOB POSITION / TITLE	GX Product Owner 3		
PAY GRADE	15		
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$86,508	\$105,973	\$125,437	
	BASE RATE	ANNUAL SALARY	
PREVIOUS	\$ 44.5672	\$92,699.88	
Increase	\$4.4567	\$9,269.98	
NEW	\$49.0239	\$101,969.86	
MISCELLANEOUS ACTIONS / COMMENTS			
<p>We are requesting a promotion for Harrison to the position of Product Owner 3. Harrison has consistently performed at Level 3 since joining FCDC in 2023. He has a deep understanding of the Atlassian Suite and continuously seeks to expand his knowledge and apply it in practical ways. Harrison serves as an exemplary change agent who has positively disrupted FCDC's status quo. Building relationships is a central focus of his work, and much of his success can be attributed to this. Harrison is the go-to expert for all things Atlassian, and we are excited about the ongoing growth of this product and his collaboration with all Franklin County agencies.</p>			
Kassy Franz, Chief People Officer			

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

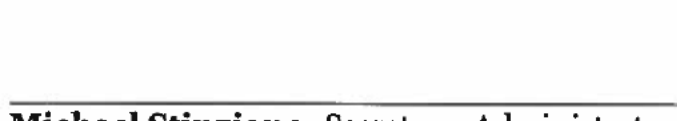
FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: GX PRODUCT OWNER 2

Voting Aye thereon

Voting Nay thereon



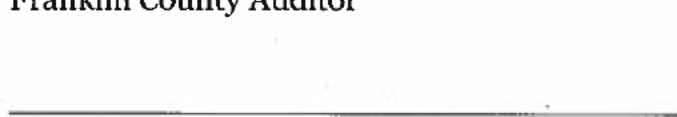
**Michael Stinziano**, Secretary, Administrator  
Franklin County Auditor



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



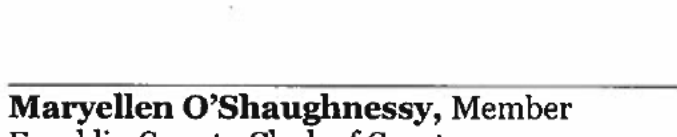
**Chris Brown**, Member  
Judge, Franklin County Court of Common Pleas



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



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



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



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



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



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



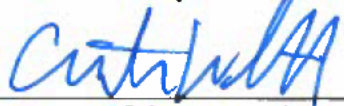
**Daniel O'Connor**, Member  
Franklin County Recorder



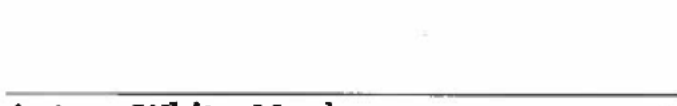
**Cheryl Brooks Sullivan**, Member  
Franklin County Treasurer




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




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



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



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



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

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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: GX PRODUCT OWNER 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 Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-078** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-078**.

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

**Data Center Personnel Action – Promotion – Kristen Pietras**

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Kristen Pietras	
PERSONNEL ACTION DATE (BOARD)		09/09/2024	
DATE HIRED		12/19/2022	
YEARS WITH DATA CENTER		1 Year, 9 Months, 12 days	
CURRENT DATA CENTER SECTION		GX Foundry	
NEW DATA CENTER SECTION		GX Foundry	
CURRENT JOB POSITION / TITLE		GX Platforms Engineer 1	
NEW JOB POSITION / TITLE		GX Product Owner 2	
PAY GRADE		13	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 72,199	\$88,444	\$104,689	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 35.7033	\$74,263.02
Increase		\$3.5703	\$7,426.30
NEW		\$39.2737	\$81,689.32
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Since joining FCDC, Kristen has consistently exceeded expectations as a Level 1 platform engineer and product owner. She has demonstrated exceptional self-management, time management, and professionalism. Kristen excels in customer interactions, promptly responding to requests and inquiries while independently owning her work. As a product owner, Kristen supports Power BI, DocuSign, and Survey Monkey. She fulfills her responsibility by continually evaluating product features against customer needs and maintaining excellent customer service. Kristen also proactively enhances her knowledge, earning certifications and badges in DocuSign and Azure Data Fundamentals. Notably, she has significantly increased our DocuSign usage single-handedly. JFS Workforce Development has benefited from her success in leveraging DocuSign to reduce their processing time from two weeks to two days. Kristen demonstrated her team player skills by collaborating with the Development team to integrate QuickBase and DocuSign for the Unclaimed Funds application rewrite. Additionally, she attended the Code for America Summit with the GX Leadership team this year. At the summit, Kristen discovered how her role as a Product Owner is essential in improving the experience constituents have when interacting</p>			

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

with government agencies. Her return from the summit recharged her enthusiasm about Product Ownership, and she shared her experience and observations with the team, motivating and recharging others.

Kassy Franz, Chief People Officer

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: ENTERPRISE BUSINESS ANALYST 1

Voting Aye thereon


Voting Nay thereon

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

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

  
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Judge, Franklin County Court of Common Pleas

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Franklin County Clerk of Courts

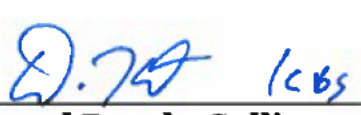
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Deputy Director, Franklin County Board of  
Election



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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PROMOTION: ENTERPRISE BUSINESS ANALYST 1**

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

**WHEREAS**, the Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-079** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-079**.

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

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

PERSONNEL ACTION FORM			
TRANSACTION TYPE		Promotion	
EMPLOYEE/CANDIDATE NAME:		Joshua Konyn	
PERSONNEL ACTION DATE (BOARD)		09/09/2024	
DATE HIRED		03/27/2023	
YEARS WITH DATA CENTER		1 year 5 months 13 days	
CURRENT DATA CENTER SECTION		Enterprise Support	
NEW DATA CENTER SECTION		Enterprise Delivery Services	
CURRENT JOB POSITION / TITLE		Enterprise Support Analyst 2	
NEW JOB POSITION / TITLE		Enterprise Business Analyst 1	
PAY GRADE		10	
PAY GRADE SALARY RANGE			
MINIMUM	MID		MAXIMUM
\$ 59,451	\$ 72,828		\$ 86,204
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$29.2165	\$60,770.32
Increase		\$4.4373	\$9,229.68
NEW		\$ 33.6538	\$70,000.00
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Josh consistently presents himself as someone who can be relied upon, reflecting positively on himself through his dedication and attention to detail. Over the past year, Josh has consistently resolved most support requests on a monthly basis, without compromising his dedication for the sake of efficiency. He enjoys making a positive impact on others, even in small ways, and his empathetic nature makes him skilled at finding common ground. In the technical realm, Josh isn't afraid to tackle challenging issues and takes ownership of problems as he seeks to find solutions. He is self-reliant yet willing to ask for clarification when needed. His attention to detail, alignment with the Data Center's mission, personable nature, and ability to produce results make me very excited for him to join the Delivery Services team. These traits will undoubtedly contribute to his success in the Business Analyst role.</p>			
<p>Kassy Franz, Chief People Officer</p>			

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PAY INCREASE: ENTERPRISE CLOUD & CLIENT ENGINEER 1

Voting Aye thereon

Voting Nay thereon

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

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Franklin County Auditor

  
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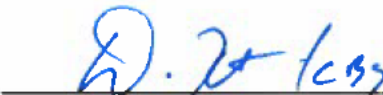
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Election

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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PAY INCREASE: ENTERPRISE CLOUD AND CLIENT ENGINEER 1**

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

**WHEREAS**, the Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-080** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-080**.

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

**Data Center Personnel Action – Pay Increase – Tyler Siniff**


PERSONNEL ACTION FORM			
TRANSACTION TYPE		Pay Increase	
EMPLOYEE/CANDIDATE NAME:		Tyler Siniff	
PERSONNEL ACTION DATE (BOARD)		09/09/2024	
DATE HIRED		01/24/2022	
YEARS WITH FCDC		2 years 7 months 18 days	
CURRENT DATA CENTER SECTION		Enterprise Technology	
NEW DATA CENTER SECTION		Enterprise Technology	
CURRENT JOB POSITION / TITLE		Enterprise Cloud & Client Engineer 1	
NEW JOB POSITION / TITLE		Enterprise Cloud & Client Engineer 1	
PAY GRADE		11	
PAY GRADE SALARY RANGE			
MINIMUM	MID	MAXIMUM	
\$ 63,701	\$78,034	\$92,366	
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$32.445	\$67,485.60
Increase		\$3.2445	\$6,748.56
NEW		\$35.6895	\$74,234.16
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Tyler has consistently demonstrated exceptional performance and exceeded the expectation of his role as a Cloud/Client engineer 1. Tyler continues taking on additional responsibilities and handling complex tasks such as building out the upgrade to Windows 11 from Windows 10. Through high-quality work and significant contributions to the County, Tyler has earned this raise. This pay increase recognizes his performance and contributions while adjusting his salary to be commensurate with his peers. We look forward to seeing Tyler continue his acceleration into the Engineering discipline.</p>			
<p>Kassy Franz, Chief People Officer</p>			

FRANKLIN COUNTY, OHIO  
AUTOMATIC DATA PROCESSING BOARD

FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PAY INCREASE: DEPUTY CHIEF OF STAFF

Voting Aye thereon


Voting Nay thereon

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

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

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

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

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

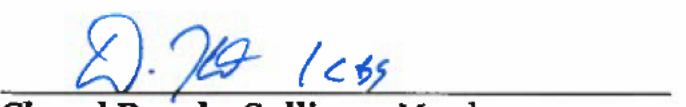
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**Maryellen O'Shaughnessy**, Member  
Franklin County Clerk of Courts

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

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

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

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

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

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

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

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

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

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

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

**FRANKLIN COUNTY DATA CENTER  
PERSONNEL ACTION  
PAY INCREASE: DEPUTY CHIEF OF STAFF**

**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 Franklin County Data Center Chief Information Officer has reviewed and recommends this action; and,

**WHEREAS**, the Chief Administrator requests Automatic Data Processing Board approval of Personnel Action number **24-081** attached hereto and made a part hereof; and,

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

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Automatic Data Processing Board hereby approves Personnel Action number **24-081**.

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

**Data Center Personnel Action – Pay Increase – Kara Cruikshank**

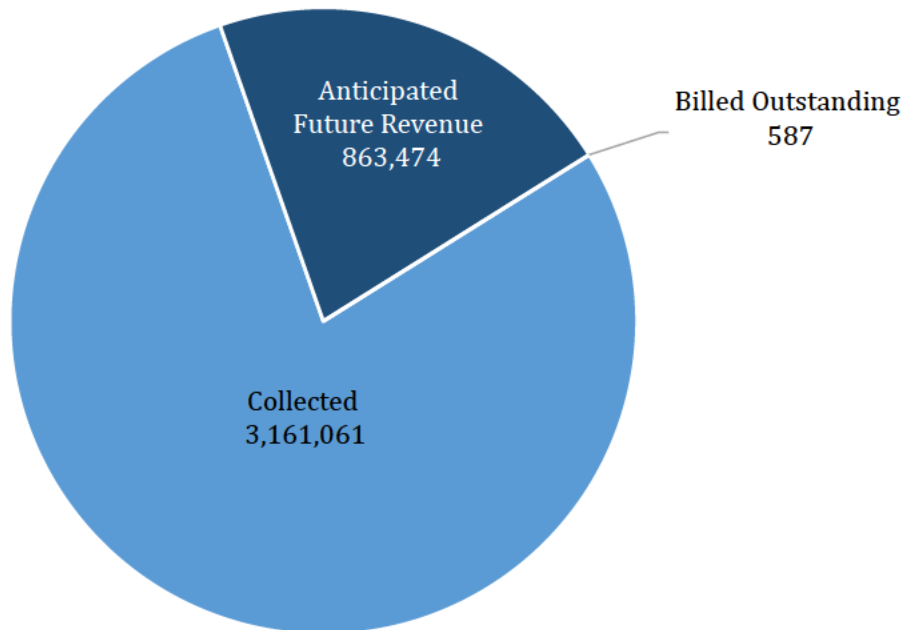
PERSONNEL ACTION FORM			
TRANSACTION TYPE		Pay Increase	
EMPLOYEE/CANDIDATE NAME:		Kara Cruikshank	
PERSONNEL ACTION DATE (BOARD)		09/09/2024	
DATE HIRED		10/18/2021	
YEARS WITH FRANKLIN COUNTY		6 years 3 months 9 days	
YEAR WITH FCDC		2 years 10 months 20 days	
CURRENT DATA CENTER SECTION		Executive Leadership	
NEW DATA CENTER SECTION		Executive Leadership	
CURRENT JOB POSITION / TITLE		Deputy Chief of Staff	
NEW JOB POSITION / TITLE		Deputy Chief of Staff	
PAY GRADE		17	
PAY GRADE SALARY RANGE			
MINIMUM	MID		MAXIMUM
\$ 101,946	\$ 124,884		\$129,336
		BASE RATE	ANNUAL SALARY
PREVIOUS		\$ 52.2827	\$108,748.12
Increase		\$5.2283	\$10,874.81
NEW		\$57.511	\$119,622.93
MISCELLANEOUS ACTIONS / COMMENTS			
<p>Kara Cruikshank joined FCDC in 2021 and has excelled in every role she has taken on. A few months ago, Adam Frumkin promoted her to the position of Deputy Chief of Staff, and she has embraced every challenge that comes with the new role. Kara's curiosity, ability to build relationships, and integrity have propelled her into a position of trust and reliability, making her a valuable resource for internal and external needs. Her pay increase is well-deserved, considering the significant value she brings to FCDC and Franklin County.</p>			
<p>Kassy Franz, Chief People Officer</p>			



## Franklin County Data Center 2024 Financial Update as of August 30, 2024

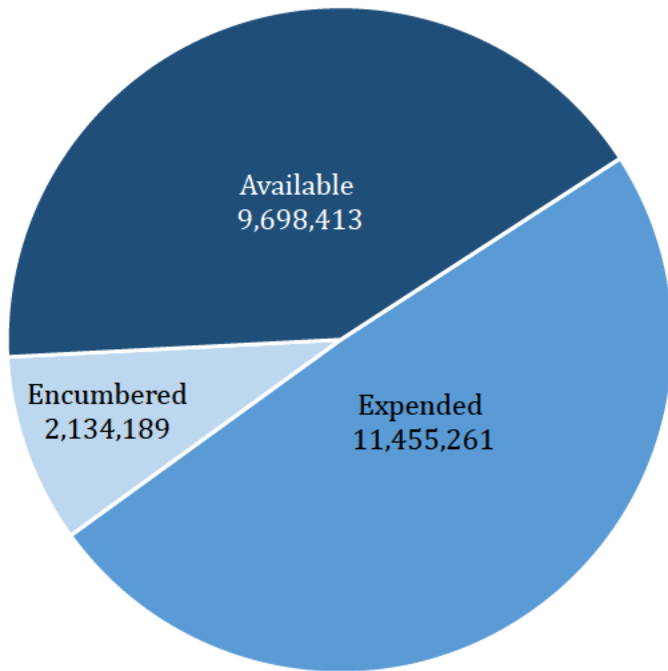
2024 Revenue	Original Appropriation	Revised Budget	YTD Collected	Delta	Percent Collected	Budget Outstanding
Service Fees & Charges	4,025,122		3,161,061	864,061	79%	21%

2024 Aging of Outstanding Revenue	Current	< 30 Days Past Due	< 60 Days Past Due	< 90 Days Past Due	Over 90 Days Past Due	Total Billed Outstanding
		587	-	-	-	587



## Franklin County Data Center 2024 Financial Update as of August 30, 2024

2024 Expenses	Original Appropriation	Revised Budget	YTD Expended	YTD Encumbrances	Available Budget	Percent Expended & Encumbered	Percent Available
Salaries and Wages	8,080,864	8,406,649	5,569,494	-	2,837,155	69%	31%
Benefits and Taxes	3,153,703	3,206,973	2,196,954	-	1,010,019	70%	30%
Materials and Services	11,674,242	11,674,242	3,688,813	2,134,189	5,851,239	50%	50%
Capital Investment	-	-	-	-	-	-	-
<b>Total</b>	<b>22,908,809</b>	<b>23,287,864</b>	<b>11,455,261</b>	<b>2,134,189</b>	<b>9,698,413</b>	<b>59%</b>	<b>41%</b>



Franklin County Data Center Project Procurement Update as of August 30, 2024

Resolution Number	Resolution Date	Resolution Amount	Expended Amount	Remaining / Savings	Status	Description
23-149	12/4/2023	13,000,000	3,688,813	9,311,187	Ongoing	Data Center 2024 baseline budget and ongoing expenses

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

Resolution Number	Approval Date	Amount	Agency	Description
23-150-202422208	7/30/2024	\$10,100.00	ADAMH	ADAMH Laptops
23-150-20241110	8/5/2024	\$9,209.34	AGIN	Citrix License Renewal
23-150-2024077	8/13/2024	\$1,600.00	ANCL	New laptop for Supervisor
23-149-202422192	7/25/2024	\$17,106.53	JIC	Blue cat6 and conduit
23-150-20242128	7/26/2024	\$49,950.08	AUDR	AUDR 3SG Contract - Scanning docs for OnBase and records
23-150-20242129	8/8/2024	\$326.43	AUDR	Adobe/Power Apps: Cochran
23-150-20242130	8/8/2024	\$225.00	AUDR	Zoom - Cochran
23-150-2024515	7/26/2024	\$1,499.00	BOEL	PDF tool for ballot print
23-150-20244811	8/6/2024	\$1,995.00	CLCT	SyncFusion for mobile
23-150-20244812	8/6/2024	\$108,431.00	CLCT	62 Desktop PC's and 25 Standard Laptop & Docks
23-150-2024489	8/7/2024	\$2,093.00	CLCT	4th floor monitors
23-150-2024IC2	8/16/2024	\$1,850.00	COCIC	Laptop
23-150-20240117	7/29/2024	\$3,610.30	COMM	Owl Cameras & Mic Upgrade
23-150-20240118	7/31/2024	\$157.89	COMM	J. Bivens - Grammarly
23-150-20240119	8/5/2024	\$118.00	COMM	S. Lynch Adobe License
23-150-20240120	8/20/2024	\$77.00	COMM	1 Keyboard + Mouse Combo
23-150-20240121	8/20/2024	\$77.00	COMM	1 Keyboard + Mouse Combo
23-150-20240123	8/20/2024	\$837.00	COMM	1 Keyboard + Mouse Combo, 1 Dock, 2 Monitors
23-150-20240124	8/21/2024	\$510.00	COMM	2 P2425 Monitor
23-150-20244925	7/29/2024	\$39.99	CRNR	5HXJVD3 SSD Replacement
23-150-20244926	8/21/2024	\$1,350.00	CRNR	Replacement Laptop
23-150-2024603	7/30/2024	\$1,350.00	FCBDD	New Laptop FCBDD
23-150-20240319	8/8/2024	\$48.00	FCMT	replacement power adapter
23-150-2024753	8/23/2024	\$13,500.00	GSB	10 Standard Laptops
23-150-20240610	7/25/2024	\$6,930.00	HMRS	4 Standard Laptops & 6 Monitors
23-150-20240611	7/25/2024	\$5,565.00	HMRS	3 Standard Laptop & Dock Combo & 3 Monitors
23-150-20241321	7/25/2024	\$13,500.00	JPU	10 Standard Laptops
23-150-20244720	7/26/2024	\$118.00	PBCT	1 Adobe Pro license
23-150-20244322	8/8/2024	\$118.00	PRAT	Acrobat for Attorney
23-149-202422218	8/12/2024	\$452.88	FCDC	Teams Room Pro License

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

Resolution Number	Approval Date	Amount	Agency	Description
23-150-20244324	8/19/2024	\$118.00	PRAT	Acrobat for Attorney
23-149-202422221	8/13/2024	\$519.28	FCDC	Conduit Accessories
23-149-202411111	8/16/2024	\$118.00	AGIN	Acrobat Pro
23-149-202422224	8/16/2024	\$590.00	FCDC	Adobe Pro - Support Team
23-149-202422228	8/16/2024	\$94.74	FCDC	Apple Pencil - Kara
23-150-20244323	8/28/2024	\$19,057.40	PRAT	10 HP Elite 360 Laptop
23-149-20245335	8/16/2024	\$71.10	VETS	Smart Card Reader PIV
23-149-20244604	8/16/2024	\$250.00	FCBDD	Dell Laptop Dock
23-150-20240218	7/29/2024	\$4,381.75	PRCH	Apple iPad, Power Adapter, USB Cable, Keyboard and Case, Apple Penci, iPhone 15, MacBook Pro + Apple Care
23-149-202422227	8/19/2024	\$510.35	CNTY	RJ45 Adapters
23-150-20240224	8/8/2024	\$584.00	PRCH	34" Monitor
23-150-20240225	8/8/2024	\$20.82	PRCH	Mail Monitor Mount
23-150-20240228	8/27/2024	\$118.00	PRCH	Adobe Pro Sam Fess
23-150-2024314	8/20/2024	\$2,344.00	RCDR	2 Desktop PC
23-150-2024092	8/27/2024	\$8,000.00	SENG	5 Standard Laptop & Dock
23-150-20245261	7/30/2024	\$1,860.00	SHRF	1 Standard Laptop & 2 Monitors
23-150-20245264	8/5/2024	\$3,825.00	SHRF	Monitor Restock
23-150-20245265	8/8/2024	\$2,700.00	SHRF	Two Laptops For SIU
23-150-20245267	8/16/2024	\$906.43	SHRF	Printer For FSU
23-149-202422232	8/21/2024	\$74.90	CNTY	Headset Request
23-150-20245268	8/19/2024	\$118.00	SHRF	Adobe License
23-150-20245269	8/19/2024	\$920.00	SHRF	Adobe For Maria Durant
24-150-20240125	8/26/2024	\$1,020.00	COMM	COMM - K.Page & A.Ryznar
23-150-20245270	8/26/2024	\$ 236.00	SHRF	Adobe License
24-150-20245271	8/26/2024	\$ 118.00	SHRF	Adobe Pro
23-150-202422211	8/21/2024	\$ 4,550.00	SWACO	1 Standard Laptop & 1 Engineering Laptop
23-150-20245332	8/1/2024	\$ 590.00	VETS	70" Smart TV
23-149-202422236	8/27/2024	\$ 590.13	BOEL	Fiber innerduct BOE.
23-149-202422238	8/27/2024	\$ 2,202.52	BOEL	Fiber Kit for BOEL PEO

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

Resolution Number	Approval Date	Amount	Agency	Description
23-150-20245334	8/5/2024	\$ 119.99	VETS	3 Monitor Desk Mount
		\$ 309,352.85		