

Technical Advisory Committee

## **Technical Advisory Committee**

## **TAC Meeting Minutes**

## April 27, 2023

**REMOTE via TEAMS (for presenters)** 

Public comment for this meeting may be submitted in writing via email to the Clerk of the Technical Advisory Committee at <u>kschaefer@cuyahogacounty.us</u> no later than 7:00 a.m. on Thursday before the meeting. Members of the public will also be afforded the opportunity to make public comment via the conference call at designated times during the meeting, as indicated by the Clerk or Chairperson.

- I. CALL TO ORDER
- II. ROLL CALL

Members	Appointed Representation	Proxy (if needed)	Present	Absent
Jeremy Mio	ISO		$\boxtimes$	
Jason Snowbrick	HHS Ops		$\boxtimes$	
Greg Sherman	HHS Apps		$\boxtimes$	
Debbie Davtovich	Applications	Jeremy Williams	$\boxtimes$	
Connie Geddis	PMO /Deputy CTO		$\boxtimes$	
Alan Kilgore	Operations/Engineering		$\boxtimes$	
Robin Roy	Board of Elections		$\boxtimes$	
Tom Arnaut	Common Pleas Courts			$\boxtimes$
Josh Brower	Prosecutors Office		$\boxtimes$	

III. REVIEW MINUTES - April 13, 2023. Jason Snowbrick motion to approve meeting minutes. Greg Sherman seconded; all agreed. The minutes were approved.

## IV. New Items

01	TAC2023-HHS- 010	Department: Health & Huma Services	an Presenter: Greg Sherman, Kevin Gowa	an		
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the approval to enter into contract for Medicaid Automated Returned Mail & Outreach Solution.					
	Amount not to e	xceed: \$275,500.00				
		pport included $\square$ Cloud Host plication $\square$ Public Facing Ap	-			
Notes/Discussion	Board would like to review the final contract.					
APPROVAL		YES 🗌 NO	□ HELD ⊠			
		Moved:	Greg Sherman			
		Seconded:	Robin Roy			
	Unanimous Ap	oproval 🗆	Non-Unanimous Approval			
Approval	Approved (Aye's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor IT			
Tracking	Not	Approved (Nay's)	Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor IT			
		Abstained	Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor IT			

02	TAC2023- HHS-011	Department: Health & Hun Services	nan	Presenter: Marcos Cortes	
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the approval to enter into a contract amendment with CBTS Technology Solutions, LLC				
	Amount not to	exceed: \$144,500.00			
	Internal Web Ap	pplication $\square$ Public Facing		☐ Hybrid □ cation □ Consulting □	
Notes/Discussion	Would like to add to the IT Standard List.				
APPROVAL		YES 🛛 NO		HELD 🗆	
		Moved:	Alan	Kilgore	
		Seconded:	Josh	Brower	
	Unanimous A	pproval 🛛	Nor	n-Unanimous Approval 🛛	
Approval	Approved (Aye's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT       IT       It       It		
Tracking	Not	Not Approved (Nay's)		uty CIO  Deputy CTO  ISO  Ops HHS Apps Apps Ops Ops  BOE IT Courts IT Prosecutor	
		Abstained	HHS	Ity CIO Deputy CTO ISO Ops HHS Apps Apps Ops BOE IT Courts IT Prosecutor	

03	TAC2023- DOD-03	Department: Department of Development	f Presenter(s): Bryan Edwards, Christopher Farroni			
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the approval to enter into a contract with BMI Associates, INC DBA BMI Productivity Solutions.					
	Amount not to	exceed: \$11,477.00				
	Maintenance/Si Internal Web Ap	11	Hosted 🛛 Hybrid 🗆 Application 🗇 Consulting 🗇			
Notes/Discussion						
APPROVAL	YES 🛛 NO 🗆 HELD 🗆					
		Moved:	Robin Roy			
	Seconded: Jeremy Williams					
	Unanimous A	opproval 🖂	Non-Unanimous Approval			
Approval	Approved (Aye's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       IT			
Approval Tracking	Not Approved (Nay's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT       IT       IT       IT			
		Abstained	Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT       IT       IT       IT			

04	TAC2023-IA- 01	Department: Internal Audit	Presenter: Joshua Ault			
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the approval to enter into a contract with TeamMate an automated management software.					
	Amount not to	exceed: \$15,799.20				
	Internal Web Ap	pplication $\square$ Public Facing	Hosted 🗆 Hybrid 🗆 Application 🗇 Consulting 🗆			
Notes/Discussion	Would like to add to the IT Standard List.					
APPROVAL	YES 🛛 NO 🗆 HELD 🗆					
		Moved:	Jason Snowbrick			
		Seconded:	Greg Sherman			
	Unanimous A	pproval 🖂	Non-Unanimous Approval			
Approval	Approved (Aye's)       Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Eng         IT       It       It					
Tracking	Not Approved (Nay's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       It			
		Abstained	Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       IT			

05	TAC2023-FS- 05	Department: Fiscal Departm	nent	Presenter: Domonique Tatum	
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the approval to enter into a contract with GForce Technology Consulting for Accounts Payable Invoice Automation Implementation				
	Amount not to	exceed: \$ 231,150.00			
	Maintenance/S Internal Web Ap		Hoste Applic		
Notes/Discussion					
APPROVAL		YES 🛛 NO		HELD	
		Moved:	Jerei	my Williams	
		Seconded:	Robi	n Roy	
	Unanimous A	pproval	Nor	n-Unanimous Approval 🛛	
Approval	Approved (Aye's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       It		
Tracking	Not Approved (Nay's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       IT		
		Abstained	HHS	Ity CIO  Deputy CTO  ISO  Ops HHS Apps Apps Ops Ops  BOE IT Courts IT Prosecutor	

06	TAC2023-SH- 09	Department: S Department	iheriff's		Presenter: Lylia Lathan
RFI/RFP/RFQ Emergency Item □ Grant Funded □	Requesting the approval to enter into a contract with Public Consulting Group, LLC. For a Cost Allocation Software.				
	Amount not to	exceed: \$ 258,0	10.00		
	Maintenance/S Internal Web Ap	upport included oplication $\Box$	□ Cloud Public Facing		ed 🗆 Hybrid 🗆 cation 🗆 Consulting 🗆
Notes/Discussion					
APPROVAL		YES	⊠ NO		HELD 🗌
			Moved:	Gre	g Sherman
			Seconded:	Jaso	on Snowbrick
	Unanimous A	opproval 🛛		Noi	n-Unanimous Approval 🛛
Approval	Aŗ	oproved (Aye's)		HHS	uty CIO  Deputy CTO  ISO  Ops HHS Apps Apps Ops Ops  Ops BOE IT Courts IT Prosecutor
Tracking	Not Approved (Nay's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       IT		
		Abstained		HHS	uty CIO  Deputy CTO  ISO  Ops HHS Apps Apps Ops  Ops  Ops Prosecutor

07	TAC2023-SH-	Department: Sheriff's	Presenter: Karen DiCarlo, Chris	
07	010 Department		Costin	
	Requesting the approval to enter into a contract with Chagrin Valley Dispatch.			
RFI/RFP/RFQ				
Emergency Item				
Grant Funded		<u> </u>		
	Amount not to	exceed: \$ 32,000.00		
	Maintenance/S	upport included $\square$ Cloud	Hosted 🛛 Hybrid 🗆	
	Internal Web Ap	oplication $\square$ Public Facing	Application $\square$ Consulting $\square$	
Notes/Discussion				
		YES 🛛 NO		
APPROVAL			HELD	
		Moved:	Connie Geddis	
		Seconded:	Greg Sherman	
			Non-Unanimous Approval	
	Unanimous A	Approval 🛛		
			Deputy CIO 🗌 Deputy CTO 🗌 ISO 🗌	
	Δr	oproved (Aye's)	HHS Ops  HHS Apps  Apps  Ops	
	<u>۲</u> ۰		Eng BOE IT Courts IT Prosecutor	
Approval			П	
			Deputy CIO 🗌 Deputy CTO 🗌 ISO 🗌	
Tracking	<b>.</b> .		HHS Ops 🗌 HHS Apps 🔲 Apps 🔲 Ops 🗌	
_	Not	Approved (Nay's)	Eng BOE IT Courts IT Prosecutor	
			п	
			Deputy CIO Deputy CTO ISO	
		Abstained	HHS Ops  HHS Apps  Apps  Ops	
			Eng  BOE IT  Courts IT  Prosecutor IT	

08	TAC2023-IT- 016	Department: IT		Presenter: Debbie Davtovich	
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the approval to enter into a contract with TimeTap Addy Systems, LLC.				
	Amount not to	exceed: \$ 42,420.00			
	Internal Web A	upport included $\square$ Cloud oplication $\square$ Public Facing		,	
Notes/Discussion	Would like to add to the IT Standard List.				
APPROVAL		YES 🛛 NO		HELD	
		Moved:			
		Seconded:			
	Unanimous A	Approval 🗌	Non	-Unanimous Approval 🛛	
	A	pproved (Aye's)	HHS C	ty CIO  Deputy CTO  ISO  Ops HHS Apps Apps Ops  Ops  Prosecutor	
Approval Tracking	Not Approved (Nay's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT       IT       IT       IT		
		Abstained	HHS C	ty CIO  Deputy CTO  ISO  Dps HHS Apps Apps Dops  Dops BOE IT Courts IT Prosecutor	

09	TAC2023- PSJS-003	Department: Public Safety 8 Justice Services	Presenter: Patrick Thomas		
RFI/RFP/RFQ Emergency Item Grant Funded	Requesting the	e approval to enter into a co	ontract with Digital Stakeout, Inc.		
	Amount not to	exceed: \$ 13,260.00			
	Maintenance/S Internal Web Ap		Hosted 🗆 Hybrid 🗆 Application 🗇 Consulting 🗆		
Notes/Discussion					
APPROVAL	YES 🛛 NO 🗆 HELD 🗆				
		Moved:	Robin Roy		
		Seconded:	Josh Brower		
	Unanimous A	Approval 🗌	Non-Unanimous Approval		
Approval	Approved (Aye's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       It		
Tracking	Not Approved (Nay's)		Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT       IT       IT       IT		
		Abstained	Deputy CIO       Deputy CTO       ISO         HHS Ops       HHS Apps       Apps       Ops         Eng       BOE IT       Courts IT       Prosecutor         IT        IT       IT		

PO #	Item Description	Department / Agency	Vendor	Total	IT Standard
	Cellebrite for cellphone extraction	Sheriffs	Cellebrite	87,099.50	

A. Consent Items (approved via IT Standards or TAC Policy)

V. PUBLIC COMMENT

VI. OTHER BUSINESS

VII. ADJORNMENT – Greg Sherman motion to adjourn. Jason Snowbrick seconded. All agreed, meeting adjourned.