Technical Advisory Committee
TAC Meeting Minutes
September 14, 2023

REMOTE via TEAMS (for presenters)

I. CALL TO ORDER

II. ROLL CALL

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

III. REVIEW MINUTES- August 31st – Motion to approve minutes by Jason Snowbrick, seconded by Robin Roy. All agreed; minutes approved.

IV. PUBLIC COMMENT -None

V.   Held Item

01	2023-SH-018	**Department:** Sheriff's Dept.		**Presenter:**
RFI/RFP/RFQ☐ **Emergency Item ☐** **Grant Funded ☐**	Requesting the approval enter into a contract amendment with Alcohol Monitoring Systems, Inc. to add pricing for iPads and tough straps.			
	Amount not to exceed: **$TBD**			
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*			
Notes/Discussion	The item is still under review by the TAC Board and waiting for clarity on the connectivity on the iPads for the Sheriff's Office. **This item has been withdrawn by Sheriff's Department. iPad purchase will go through the County IT Department for purchase.			
WITHDRAWN APPROVAL	YES ☒ NO ☐ HELD ☐			
Approval Tracking	**Moved:**	Robin Roy		
	Seconded:	Greg Sherman		
	Unanimous Approval ☐	Non-Unanimous Approval ☐		
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐		
	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 ☐		

VI. New items

01	2023-SH-019	**Department:** Sheriff's Department	**Presenter:** Allison Bilak
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐		Requesting the approval to purchase a Coin machine printer.	
	Amount not to exceed: $1,753.70		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Previously reviewed by TAC Board on Sept. 7th 2023. To be added to the Standards List		
APPROVAL	YES ☒ NO ☐ HELD ☐		

Approval Tracking	**Moved:**	Debbie Davtovich	
	Seconded:	Jason Snowbrick	
	Unanimous Approval ☒	Non-Unanimous Approval ☐	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	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	2023-IT-025	**Department:** Information Technology	**Presenter: Alan Kilgore**
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐		Requesting the approval to request for an RFB for Network Engineer WAN/LAN services.	
		**Amount not to exceed: $125,000.00	
		Maintenance/Support included* ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐	
Notes/Discussion		Previously reviewed by TAC Board on Sept. 7th 2023.	
APPROVAL		YES ☒ NO ☐ HELD ☐	

Approval Tracking	**Moved:**	Connie Geddis	
	Seconded:	Jason Snowbrick	
	Unanimous Approval ☐	Non-Unanimous Approval ☒	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	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 ☐	

03	2023-FD-003	Department: **Fiscal Department**	Presenter: **Dominque Tatum**
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter a contract with Automated business equipment Corp. For digital remittance processing system.		
	Amount not to exceed: **$40,260.00**		
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*		
Notes/Discussion	Previously reviewed by TAC Board on Sept. 7th 2023. To be added to the Standards List		
APPROVAL	YES ☒ NO ☐ HELD ☐		

Approval Tracking	**Moved:**	Robin Roy	
	Seconded:	Alan Kilgore	
	Unanimous Approval ☒	Non-Unanimous Approval ☐	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	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 ☐	

04	2023-IT-030	Department: **Information Technology**	Presenter: Tom Fisher
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with Catalis TAX and CAMA Inc. To evaluate services, to evaluate the current land records process and workflows and recommended changes designed to improve the process.		
	**Amount not to exceed**: **$129,865.00**		
	*Maintenance/Support included* ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Previously reviewed by TAC Board on Sept. 7th 2023. 5- month project		
APPROVAL	YES ☒ NO ☐ HELD ☐		

Approval Tracking	**Moved:**	Greg Sherman
	Seconded:	Josh Brower
	Unanimous Approval ☐	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	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 ☐

05	2023-PO-016	Department: **Prosecutor's Office**		Presenter: Josh Brower
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter a contract with BlueBridge for a Tier 3 data center which hosts services that support the Prosecutor's office.			
	Amount not to exceed: $2,990.00			
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*			
Notes/Discussion	General Funds			
APPROVAL	YES ☒ NO ☐ HELD ☐			

Approval Tracking	**Moved:**	Jason Snowbrick
	Seconded:	Robin Roy
	Unanimous Approval ☒	Non-Unanimous Approval ☐
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐
	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 ☐

06	2023-PO-017	Department: **Prosecutor's Office**		Presenter: Dave Frattara
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to purchase Magnet Forensics.			
	Amount not to exceed: $50,424.72			
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐			
Notes/Discussion	3-year contract 6- licenses			
APPROVAL	YES ☒ NO ☐ HELD ☐			

Approval Tracking	**Moved:**	Greg Sherman	
	Seconded:	Debbie Davtovich	
	Unanimous Approval ☒	Non-Unanimous Approval ☐	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	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 ☐	

VII.   Walk-ons

07	2023-IA-003	Department: Internal Audit	Presenter: Josh Ault
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to enter into a contract with Janus Software, Inc. For a County IT risk assessment.		
	Amount not to exceed: **$49,765.00**		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	*Emailed for review to TAC Board members		
APPROVAL	YES ☒ NO ☐ HELD ☐		

Approval Tracking	Moved:	Jason Snowbrick	
	Seconded:	Josh Brower	
	Unanimous Approval ☐	Non-Unanimous Approval ☐	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	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 ☐	

08	2023-IA-004	Department: Internal Audit		Presenter: Josh Ault
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with Carasoft Technology Corp.			
	Amount not to exceed: $28,284.15			
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐			
Notes/Discussion	*Emailed for review to TAC Board members TeamMate + Cloudbase			
APPROVAL	YES ☒ NO ☐ HELD ☐			

Approval Tracking	**Moved:**	Alan Kilgore	
	Seconded:	Connie Geddis	
	Unanimous Approval ☐	Non-Unanimous Approval ☐	
	Approved (Aye's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐	
	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 ☐	

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

PO #	Item Description	Department / Agency	Vendor	Total	IT Standard
	RunZero, Inc previously Rumble	IT	SHI	$63,651.45	☒
					☐
					☐
					☐
					☐

VIII.   PUBLIC COMMENT- None
IX.   OTHER BUSINESS
      A.   1400-1500 BOE iPads to be purchased in the next 3 months.
      B.   BOE needs to work with IT to upgrade Hotspots.
      C.   BOE has Security updates from State.

X.   ADJORNMENT – Greg Sherman motion to adjourn meeting, Robin Roy seconded. All agreed. Meeting adjourned.