

# **Technical Advisory Committee**

# TAC Meeting Minutes **September 14, 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 <a href="kschaefer@cuyahogacounty.us">kschaefer@cuyahogacounty.us</a> 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		$\boxtimes$	
Connie Geddis	PMO /Deputy CTO		$\boxtimes$	
Alan Kilgore	Operations/Engineering		$\boxtimes$	
Robin Roy	Board of Elections		$\boxtimes$	
TBD	Common Pleas Courts			$\boxtimes$
Josh Brower	Prosecutors Office		$\boxtimes$	

- III. REVIEW MINUTES- August 31<sup>st</sup> 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: Sherif	f's Dept.	Presenter:	
RFI/RFP/RFQ□	Requesting the approval enter into a contract amendment with Alcohol Monitoring Systems, Inc. to add pricing for iPads and tough straps.				
Emergency Item	IVIOIIILOIIII	g systems, me. to at	ad pricing for irads o	and tough straps.	
Grant Funded					
	Amount no	ot to exceed: \$TBD			
	Maintenar	nce/Support included	d □ Cloud Hoste	ed $\square$ Hybrid $\square$	
	Internal Web Application ☐ Public Facing Application ☐ Consulting ☐				
Notes/Discussion	The item is	s still under review by	the TAC Board and wa	aiting for clarity on the	
	connectivit	y on the iPads for the	Sheriff's Office.		
	**This item	has heen withdrawn hy s	Sheriff's Denartment iPa	d purchase will go through the County	
	IT Department for purchase.				
WITHDRAWN	YES ⊠ NO □ HELD □				
APPROVAL					
		Moved:	Robin Roy		
		Seconded:	Greg Sherman		
	Unanimous Approval □ Non-Unanimous Approval □				
			Deputy CIO   Depu	ty CTO □ ISO □	
	Арр	roved (Aye's)	HHS Ops □ HHS App	s $\square$ Apps $\square$ Ops $\square$ Eng $\square$	
Approval			BOE IT  Courts IT	□ Prosecutor IT □	
Tracking			Deputy CIO   Depu	ty CTO □ ISO □	
	Not A	pproved (Nay's)		s 🗆 Apps 🗆 Ops 🗆 Eng 🗆	
			BOE IT  Courts IT	□ Prosecutor IT □	
			Deputy CIO 🗌 Depu	· ·	
	,	Abstained		s	
			BOE IT Courts IT	□ Prosecutor IT □	

#### VI. New items

01	2023-SH- 019	Department: Sherif	r's Department	Presenter: Allison Bilak
	Requestin	g the approval to pu	ırchase a Coin mach	ine printer.
RFI/RFP/RFQ□				
Emergency Item				
Grant Funded				
	Amount no	ot to exceed: \$1,753.70		
	Maintenance/Support included $\square$ Cloud Hosted $\square$ Hybrid $\square$			
	Internal Web Application   Public Facing Application   Consulting			
Notes/Discussion	Previously reviewed by TAC Board on Sept. 7 <sup>th</sup> 2023.			
	To be added	To be added to the Standards List		
	To be added to the Standards List			
APPROVAL	YES⊠ NO □ HELD □			
		Moved:	Debbie Davtovich	
		Seconded:	Jason Snowbrick	
	Unanimo	us Approval 🛛	Non-Unanimous	Approval $\square$
	App	roved (Aye's)	Deputy CIO ☐ Depu	ty CTO
<b>Approval</b>		. , ,	BOE IT  Courts IT	
Tracking			Deputy CIO 🗌 Depu	ty CTO □ ISO □
	Not A	pproved (Nay's)		s $\square$ Apps $\square$ Ops $\square$ Eng $\square$
			BOE IT  Courts IT	□ Prosecutor IT □
			Deputy CIO 🗌 Depu	ty CTO □ ISO □
		Abstained	HHS Ops □ HHS App	s □ Apps □ Ops □ Eng □
			BOE IT  Courts IT	□ Prosecutor IT □

02	2023-IT- 025	Department: Inform	ation Technology	Presenter: Alan Kilgore			
	Requestin	g the approval to re	quest for an RFB for	Network Engineer WAN/LAN			
RFI/RFP/RFQ□	services.						
Emergency Item							
Grant Funded							
	Amount no	Amount not to exceed: \$125,000.00					
	Maintenar	nce/Support included	$\square$ Cloud Hoste	d $\square$ Hybrid $\square$			
	Internal Web Application $\square$ Public Facing Application $\square$ Consulting $\square$						
Notes/Discussion	Previously reviewed by TAC Board on Sept. 7 <sup>th</sup> 2023.						
APPROVAL	YES ⊠ NO □ HELD □						
		Moved:	Connie Geddis				
		Seconded:	Jason Snowbrick				
	Unanimo	us Approval 🗌	Non-Unanimous A	Approval ⊠			
Approval	Арр	roved (Aye's)	Deputy CIO   Deputy CTO   ISO   BOE IT   Courts IT   Prosecutor IT				
Tracking	Not A	Not Approved (Nay's)  Deputy CIO  Deputy CTO  ISO  HHS Ops  HHS Apps  Apps  Ops  Eng  BOE IT  Courts IT  Prosecutor IT					
	,	Abstained		y CTO			

03	2023-FD- 003	Department: Fisca	l 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.				
	Maintenar	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. 7 <sup>th</sup> 2023.  To be added to the Standards List				
APPROVAL	YES ⊠ NO □ HELD □					
		Moved:	Robin Roy			
		Seconded:	Alan Kilgore			
	Unanimous Approval 🖂 Non-Unanimous Approval 🗆					
Approval	Approved (Aye's)  Deputy CIO Deputy CTO ISO HHS Ops HHS Apps Apps Ops Eng					
Tracking  Not Approved (Nay's)  Deputy CIO Deputy CTO ISO HHS Ops HHS Apps Apps Ops BOE IT Courts IT Prosecutor IT						
	,	Abstained		ity CTO		

04	2023-IT- 030	Department: Inform Technology	nation	Presenter: Tom Fisher			
RFI/RFP/RFQ□	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						
Emergency Item  Grant Funded		nmended changes d		·			
	Amount n	ot to exceed: \$129,8	65.00				
		nce/Support included leb Application 🛭		ed □ Hybrid □ plication □ Consulting □			
Notes/Discussion	Previously re	eviewed by TAC Board on oject	Sept. 7 <sup>th</sup> 2023.				
APPROVAL		YES D	⊠ NO □ H	ELD 🗆			
		Moved:	Greg Sherman				
		Seconded:	Josh Brower				
	Unanimo	us Approval 🛚	Non-Unanimous	Approval $\square$			
Approval	Approved (Aye's)  Deputy CIO Deputy CTO ISO HHS Approved (Aye's)  HHS Ops HHS Approved Approved Ops Eng BOE IT Courts IT Prosecutor IT						
Tracking	Tracking  Not Approved (Nay's)  Deputy CIO □ Deputy CTO □ ISO □  HHS Ops □ HHS Apps □ Apps □ Ops □ Eng  BOE IT □ Courts IT □ Prosecutor IT □						
	,	Abstained		ity CTO			

05	2023-PO- 016	Department: Prose	cutor'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 n	ot to exceed: \$2,990	.00			
		nce/Support included /eb Application $ \Box $		ed $\square$ Hybrid $\square$ plication $\square$ Consulting $\square$		
Notes/Discussion	General Fun	General Funds				
APPROVAL	YES ⊠ NO □ HELD □					
		Moved: Jason Snowbrick				
		Seconded:	Robin Roy			
	Unanimo	Unanimous Approval 🛛 Non-Unanimous Approval 🗆				
Approval	Approved (Aye's)  Deputy CIO Deputy CTO ISO HHS Ops HHS Apps Apps Ops Eng					
Tracking	Not A	Not Approved (Nay's)  Deputy CIO Deputy CTO ISO HHS Ops HHS Apps Apps Ops Eng BOE IT Courts IT Prosecutor IT				
		Abstained		ity CTO		

06	2023-PO- 017	Department: Prose	cutor's Office	Presenter: Dave Fra	ttara	
	Requestin	g the approval to pu	irchase Magnet Fore	ensics.		
RFI/RFP/RFQ□						
Emergency Item						
Grant Funded						
	Amount n	Amount not to exceed: \$50,424.72				
	Maintenar	nce/Support included	$I \ \Box$ Cloud Hoste	d $\square$ Hybrid $\square$		
	Internal Web Application $\square$ Public Facing Application $\square$ Consulting $\square$					
Notes/Discussion	3-year contract					
	6- licenses					
APPROVAL	YES ⊠ NO □ HELD □					
		Moved:	Greg Sherman			
		Seconded:	Debbie Davtovich			
	Unanimo	us Approval 🛛	Non-Unanimous	Approval $\square$		
			Deputy CIO   Deput	ty CTO 🗆 ISO 🗆		
	Арр	roved (Aye's)	HHS Ops 🗆 HHS App	s □ Apps □ Ops □	Eng □	
Approval			BOE IT  Courts IT		U	
Approvai			BOETT E COURSTI			
Tracking			Deputy CIO 🗌 Deput	ty CTO 🗌 ISO 🗆		
	Not A	pproved (Nay's)	HHS Ops 🗆 HHS App:	s 🗆 Apps 🗆 Ops 🗀 🗆	Eng □	
			BOE IT  Courts IT	☐ Prosecutor IT ☐		
			Deputy CIO   Deput	ty CTO 🗆 ISO 🗆		
		Abstained	HHS Ops ☐ HHS App	s □ Apps □ Ops □	Eng □	
				☐ Prosecutor IT ☐	•	

#### VII. Walk-ons

07	2023-IA- 003	Department: Intern	al 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 n	ot to exceed: \$49,76	5.00			
		Maintenance/Support included $\Box$ Cloud Hosted $\Box$ Hybrid $\Box$ Internal Web Application $\Box$ Public Facing Application $\Box$ Consulting $\Box$				
Notes/Discussion	*Emailed for review to TAC Board members					
APPROVAL	YES ⊠ NO □ HELD □					
		Moved: Jason Snowbrick				
		Seconded:	Josh Brower			
	Unanimo	us Approval 🗌	Non-Unanimous	Approval $\square$		
	Approved (Aye's)  Deputy CIO Deputy CTO ISO HHS Ops HHS Ops HHS Apps Apps Ops Eng BOE IT Courts IT Prosecutor IT					
Approval	Арр	roved (Aye's)	HHS Ops ☐ HHS App	os 🗆 Apps 🗆 Ops 🗆 Eng 🗆		
Approval Tracking		pproved (Nay's)	HHS Ops  HHS App BOE IT Courts IT  Deputy CIO Deput	Apps		

08	2023-IA- 004	Department: Intern	al Audit	Presenter: Josh Ault		
	Requesting the approval to enter into a contract with Carasoft Technology Corp.					
RFI/RFP/RFQ□						
Emergency Item						
Grant Funded						
	Amount n	ot to exceed: \$28,28	4.15			
	Maintenar	nce/Support included	$\Box$ Cloud Hoste	ed $\square$ Hybrid $\square$		
	Internal W	Internal Web Application $\square$ Public Facing Application $\square$ Consulting $\square$				
Notes/Discussion	*Emailed for	*Emailed for review to TAC Board members				
	TeamMate +	-				
	Cloudbase					
	Cloudbase					
APPROVAL	YES ⊠ NO □ HELD □					
		Moved:	Alan Kilgore			
		Seconded:	Connie Geddis			
	Unanimo	us 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					
Tracking  Not Approved (Nay's)  Deputy CIO Deputy CTO ISO HHS Ops HHS Apps Apps Ops Er BOE IT Courts IT Prosecutor IT						
		Abstained		ity CTO		

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	$\boxtimes$

- 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.