Technical Advisory Committee

TAC Meeting Minutes

. **October 12, 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 kschaefer@cuyahogacounty.us 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		☒	☐
Jason Snowbrick	HHS Ops		☒	☐
Greg Sherman	HHS Apps		☒	☐
Jeremy Williams	Applications		☒	☐
Connie Geddis	Project Management		☒	☐
Alan Kilgore	Operations/Engineering		☒	☐
Robin Roy	Board of Elections		☒	☐
TBD	Common Pleas Courts		☐	☒
Josh Brower	Prosecutors Office		☒	☐
Bob Noll	Enterprise Applications		☒	☐

III. REVIEW MINUTES- September 28, 2023- Jason Snowbrick motion to approve the minutes. Robin Roy seconded. All agreed; minutes approved.

IV. PUBLIC COMMENT -None

01	2023-ME-011	**Department:** Medical Examiner	**Presenter: Dawn Schilens**
RFI/RFP/RFQ☐ **Emergency Item ☐** **Grant Funded ☐**		Requesting the approval to enter into a contract with Foray Technologies for Foray ADAMS.	
	Amount not to exceed: $80,500.00		
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*		
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023.		

APPROVAL   YES ☒   NO ☐   HELD ☐

Approval Tracking	**Moved:**	Alan Kilgore	
	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 ☐	

02	2023-ME-012	**Department:** Medical Examiner	**Presenter: Dawn Schilens**
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐		Requesting the approval to request for Logicalis-Architects for servers and storage.	
		Amount not to exceed: $27,774.71	
		Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐	
Notes/Discussion		Reviewed by the board at the Pre-TAC October 5, 2023.	
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 ☐	

03	2023-IT-055	Department: **Information Technology**		Presenter: **Alan Kilgore**
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with AT&T for fiber service that interconnects the County buildings together into one large interconnection network.			
	Amount not to exceed: $ 990,000.00			
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐			
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023.			
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 ☐		

04	2023-IT-056	Department: **Information Technology**	Presenter: Alan Kilgore
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract AT&T for PRI.		
	Amount not to exceed: $8,262.00		
	Maintenance/Support included ☐　　*Cloud Hosted* ☐　*Hybrid* ☐ *Internal Web Application* ☐　　*Public Facing Application* ☐　*Consulting* ☐		
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023.		
APPROVAL	YES ☒　　NO ☐　　HELD ☐		

Approval Tracking	**Moved:**	Jason Snowbrick	
	Seconded:	Jeremy Williams	
	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-IT-057	Department: **Information Technology**	Presenter: Alan Kilgore
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with AT&T for Centrix lines.		
	Amount not to exceed: **$400,000.00**		
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐		
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023.		

APPROVAL	YES ☒ NO ☐ HELD ☐	
Approval Tracking	**Moved:**	Greg Sherman
	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-IT-058	Department: **Information Technology**	Presenter:
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract with AT&T for Measured Business Lines.		
	Amount not to exceed: $216,000.00		
	Maintenance/Support included ☐　*Cloud Hosted* ☐　*Hybrid* ☐ *Internal Web Application* ☐　*Public Facing Application* ☐　*Consulting* ☐		
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023.		
APPROVAL	YES ☒　　NO ☐　　HELD ☐		

Approval Tracking	**Moved:**	Robin Roy	
	Seconded:	Jeremy Williams	
	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 ☐	

07	2023-IT-059	Department: **Information Technology**	Presenter: Alan Kilgore
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐		Requesting the approval to submit an RFP for POTS to Cellular Services.	
		**Amount not to exceed**: TBD	
		*Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐* *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*	
Notes/Discussion		Reviewed by the board at the Pre-TAC October 5, 2023.	
APPROVAL		YES ☒ NO ☐ HELD ☐	

Approval Tracking			
	Moved:	Jason Snowbrick	
	Seconded:	Bob Noll	
	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-PW-015	Department: **Public Works**		Presenter: **Tom Pavich**
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to enter into a contract for Weather Software for Weather Sentry Online Platinum Roadcast.			
	Amount not to exceed: $5,280.00			
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐			
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023. Would like to add to the IT Standards list.			
APPROVAL	YES ☒ NO ☐ HELD ☐			

Approval Tracking	**Moved:**	Bob Noll	
	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 ☐	

09	2023-PW-016	Department: DCFS/DSAS/Public Works		Presenter: Greg Sherman
RFI/RFP/RFQ ☐ Emergency Item ☐ Grant Funded ☐	Requesting the approval to purchase TripLog system for tracking mileage & trip-related reimbursements for 900 users.			
	Amount not to exceed: $72,450.00			
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ Internal Web Application ☐ Public Facing Application ☐ Consulting ☐			
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023. Would like to add to the IT Standards list.			
APPROVAL	YES ☒ NO ☐ HELD ☐			

Approval Tracking	**Moved:**	Alan Kilgore
	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 ☐

10	2023-BOE-018	Department: **BOE**	Presenter: Robin Roy
RFI/RFP/RFQ☐ **Emergency Item ☐** **Grant Funded ☐**	Requesting the approval to purchase 1450 Electronic poll books and required accessories to upgrade the outdated equipment.		
	Amount not to exceed: **$1,200,000.00**		
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*		
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023. Would like to add to the IT Standards list.		

APPROVAL	YES ☒ NO ☐ HELD ☐

Approval Tracking	**Moved:**	Greg Sherman
	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 ☐

11	2023-IT-060	Department: **Information Technology**		Presenter: **Jeremy Williams**
RFI/RFP/RFQ ☐ **Emergency Item** ☐ **Grant Funded** ☐	The Department of Information Technology plans to amend Contract No. 2891 with Strategic Government Solutions, Inc. to extend time period by one year to November 30, 2024 for Identity as a Service Software by Auth0.			
	Amount not to exceed: **$ 22,127.00**			
	Maintenance/Support included ☐ *Cloud Hosted* ☐ *Hybrid* ☐ *Internal Web Application* ☐ *Public Facing Application* ☐ *Consulting* ☐			
Notes/Discussion	Reviewed by the board at the Pre-TAC October 5, 2023. Would like to add to the IT Standards list.			
APPROVAL	YES ☒ NO ☐ HELD ☐			

Approval Tracking	**Moved:**	Greg Sherman	
	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 ☐	

Walk on -

01	2023-IT-061	Department: **Information IT**		Presenter: Alan Kilgore
RFI/RFP/RFQ☐ **Emergency Item** ☐ **Grant Funded** ☐	Requesting the approval to purchase MSI Packager software to replace the current product.			
	Amount not to exceed: **$2,682.48**			
	Maintenance/Support included ☐ Cloud Hosted ☐ Hybrid ☐ *Internal Web Application ☐ Public Facing Application ☐ Consulting ☐*			
Notes/Discussion				
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 ☐		

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

PO #	Item Description	Department / Agency	Vendor	Total	IT Standard
					☐
					☐
					☐
					☐
					☐

V.   PUBLIC COMMENT
VI.   OTHER BUSINESS
      A. Policy Review will be happening in the next few months.
      B. Cuyahoga County websites will be converting to .gov versus .us
VII. ADJORNMENT – Alan Kilgore motion to adjourn, Jeremy Williams seconded. All agreed. Meeting adjourned.