



## Technical Advisory Committee

### TAC Meeting Minutes

**March 13, 2025**

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](mailto: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		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jason Snowbrick	HHS Ops	Larry Patterson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeremy Williams	Applications		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Connie Geddis	Project Management		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Alan Kilgore	Operations/Engineering		<input type="checkbox"/>	<input type="checkbox"/>
Robin Roy	Board of Elections		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ken Smeallie	Common Pleas Courts		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Josh Brower	Prosecutors Office		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bob Noll	Enterprise Applications		<input checked="" type="checkbox"/>	<input type="checkbox"/>

- III. REVIEW MINUTES- Josh Brower motioned to approve the meeting minutes from February 27, 2025. Alan Kilgore seconded. All agreed. Minutes approved.
- IV. PUBLIC COMMENT -None

New Items:

<b>01</b>	<b>2025-TAC-023</b>	<b>Department: Information Technology</b>	<b>Presenter: Tom Fisher</b>
<b>RFI/RFP/RFQ</b> <input type="checkbox"/> <b>Emergency Item</b> <input type="checkbox"/> <b>Grant Funded</b> <input type="checkbox"/>	Requesting the approval to enter into a one-year contract for subscription services to Nearmap Ortho and Oblique imagery and integration into GIS applications.		
	<b>Amount not to exceed: \$ 182,292.19</b>		
	<i>Maintenance/Support included</i> <input type="checkbox"/> <i>Cloud Hosted</i> <input type="checkbox"/> <i>Hybrid</i> <input type="checkbox"/> <i>Internal Web Application</i> <input type="checkbox"/> <i>Public Facing Application</i> <input type="checkbox"/> <i>Consulting</i> <input type="checkbox"/>		
<b>Notes/Discussion</b>			
<b>APPROVAL</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> HELD <input type="checkbox"/>		
<b>Approval Tracking</b>	<b>Moved:</b>	Josh Brower	
	<b>Seconded:</b>	Robin Roy	
	Unanimous Approval <input checked="" type="checkbox"/>	Non-Unanimous Approval <input type="checkbox"/>	
	Approved (Aye's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Not Approved (Nay's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Abstained	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	

02	2025-TAC-024	Department: Public Safety & Justice Services	Presenter: Destiny Smith
RFI/RFP/RFQ <input type="checkbox"/> Emergency Item <input type="checkbox"/> Grant Funded <input type="checkbox"/>	Requesting the approval to renew their software licenses for their Mobile Trailer Cameras with Zenith Systems. These cameras are used for surveillance of major sites and operations.		
	Amount not to exceed: \$ 1,063.57		
	Maintenance/Support included <input type="checkbox"/> Cloud Hosted <input type="checkbox"/> Hybrid <input type="checkbox"/> Internal Web Application <input type="checkbox"/> Public Facing Application <input type="checkbox"/> Consulting <input type="checkbox"/>		
Notes/Discussion			
APPROVAL	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> HELD <input type="checkbox"/>		
Approval Tracking	Moved:	Jeremy Mio	
	Seconded:	Alan Kilgore	
	Unanimous Approval <input checked="" type="checkbox"/>	Non-Unanimous Approval <input type="checkbox"/>	
	Approved (Aye's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Not Approved (Nay's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Abstained	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	

03	2025-TAC-025	Department: Medical Examiners Office	Presenter: James Pequignot
RFI/RFP/RFQ <input type="checkbox"/> Emergency Item <input type="checkbox"/> Grant Funded <input type="checkbox"/>	Requesting the approval to purchase instruments/accessories from Promega along with a 2-year maintenance agreement.		
	Amount not to exceed: \$ 366,068.60		
	Maintenance/Support included <input type="checkbox"/> Cloud Hosted <input type="checkbox"/> Hybrid <input type="checkbox"/> Internal Web Application <input type="checkbox"/> Public Facing Application <input type="checkbox"/> Consulting <input type="checkbox"/>		
Notes/Discussion	Grant funded		
APPROVAL	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> HELD <input type="checkbox"/>		
Approval Tracking	Moved:	Jeremy Mio	
	Seconded:	Larry Patterson	
	Unanimous Approval <input checked="" type="checkbox"/>	Non-Unanimous Approval <input type="checkbox"/>	
	Approved (Aye's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Not Approved (Nay's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Abstained	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	

<b>04</b>	<b>2025-TAC-026</b>	<b>Department: Public Works</b>	<b>Presenter: Adam Miller</b>
RFI/RFP/RFQ <input type="checkbox"/> Emergency Item <input type="checkbox"/> Grant Funded <input type="checkbox"/>	Requesting the approval to purchase 5 handheld two-way radios.		
	<b>Amount not to exceed: \$ 212.30</b>		
	Maintenance/Support included <input type="checkbox"/> Cloud Hosted <input type="checkbox"/> Hybrid <input type="checkbox"/> Internal Web Application <input type="checkbox"/> Public Facing Application <input type="checkbox"/> Consulting <input type="checkbox"/>		
<b>Notes/Discussion</b>			
<b>APPROVAL</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> HELD <input type="checkbox"/>		
<b>Approval Tracking</b>	<b>Moved:</b>	Larry Patterson	
	<b>Seconded:</b>	Alan Kilgore	
	Unanimous Approval <input checked="" type="checkbox"/>	Non-Unanimous Approval <input type="checkbox"/>	
	Approved (Aye's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Not Approved (Nay's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Abstained	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	

05	2025-TAC-027	Department: Public Works	Presenter: Adam Miller
RFI/RFP/RFQ <input type="checkbox"/> Emergency Item <input type="checkbox"/> Grant Funded <input type="checkbox"/>	Requesting the approval to purchase (2) FLO Core+ EV Charing stations.		
	Amount not to exceed: \$ 8,358.00		
	Maintenance/Support included <input type="checkbox"/> Cloud Hosted <input type="checkbox"/> Hybrid <input type="checkbox"/> Internal Web Application <input type="checkbox"/> Public Facing Application <input type="checkbox"/> Consulting <input type="checkbox"/>		
Notes/Discussion			
APPROVAL	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> HELD <input type="checkbox"/>		
Approval Tracking	Moved:	Alan Kilgore	
	Seconded:	Robin Roy	
	Unanimous Approval <input checked="" type="checkbox"/>	Non-Unanimous Approval <input type="checkbox"/>	
	Approved (Aye's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Not Approved (Nay's)	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	
	Abstained	Deputy CIO <input type="checkbox"/> Deputy CTO <input type="checkbox"/> ISO <input type="checkbox"/> HHS Ops <input type="checkbox"/> HHS Apps <input type="checkbox"/> Apps <input type="checkbox"/> Ops <input type="checkbox"/> Eng <input type="checkbox"/> BOE IT <input type="checkbox"/> Courts IT <input type="checkbox"/> Prosecutor IT <input type="checkbox"/>	

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

PO #	Item Description	Department / Agency	Vendor	Total	IT Standard
	Donorperfect	Animal Shelter	SofterWare	\$7,301.20	
	POTS lines	IT	Ooma, Inc.	100,000.00	

V. PUBLIC COMMENT

VI. OTHER BUSINESS

VII. **TAC Policies and Procedures:** Jeremy Mio addressed feedback from a survey regarding TAC policies and procedures, including the frequency of TAC meetings, availability of TAC policies, and the need for education on TAC processes. Training sessions are planned to address these concerns.

- A. **Survey Feedback:** Jeremy Mio discussed feedback from a survey, highlighting three main points: the misconception about TAC meeting frequency, the availability of TAC policies and procedures, and the need for education on TAC processes.
- B. **Meeting Frequency:** Jeremy clarified that TAC meetings have always been bi-weekly, and the addition of pre-TAC meetings does not change this frequency. The misconception that TAC meetings are held weekly was addressed.
- C. **Policies and Procedures:** Jeremy mentioned the creation of a TAC FAQ document to address the availability of TAC policies and procedures. This document will be sent out again for review and feedback.
- D. **Training Sessions:** Training sessions are planned to educate buyers and TAC members on TAC policies and procedures. A specific training session for TAC members will be conducted, along with a broader training session on the entire procurement process.

E.

VIII. **ADJORNMENT** - Robin Roy motioned to adjourn. Jeremy Mio seconded. All agreed. Meeting adjourned.