Technical Advisory Committee

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TAC Meeting Minutes

July 17, 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 TAC@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		\boxtimes	
Jason Snowbrick	HHS Ops	Larry Patterson	\boxtimes	
Jeremy Williams	Applications	Evette Parker	\boxtimes	
Connie Geddis	Project Management		\boxtimes	
Alan Kilgore	Operations/Engineering		\boxtimes	
Robin Roy	Board of Elections		\boxtimes	
Ken Smeallie	Common Pleas Courts			\boxtimes
Josh Brower	Prosecutors Office		\boxtimes	
Bob Noll	Enterprise Applications		\boxtimes	

- III. REVIEW MINUTES- June 26, 2025 Alan Kilgore motion to approve meeting minutes. Josh Brower seconded. All agree, minutes approved.
- IV. PUBLIC COMMMENT- None

New Items:

01	2025- TAC-069	Department: Human Resources		Presenter:	Steph	an Witt	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □		Requesting approval to purchase ERC Services for technical training services, specifically for Microsoft Teams, Microsoft Word, and Adobe Captivate.					
	Amount r	not to exceed: \$16,700	0.00)			
		Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square					
Notes/Discussion							
APPROVAL		YES ⊠ NO □ HELD □					
	Moved: Bob Noll						
		Seconde	d:	Alan Kilgore			
	Unanimo	us Approval 🗆		Non-Unanimous App	proval \square		
Approval	A	oproved (Aye's)		Deputy CIO ☐ Deputy C HHS Ops ☐ HHS Apps ☐ BOE IT ☐ Courts IT ☐		ps 🗆	Eng □
Tracking	Not	Approved (Nay's)		Deputy CIO ☐ Deputy C HHS Ops ☐ HHS Apps ☐ BOE IT ☐ Courts IT ☐		ps 🗆	Eng □
		Abstained		Deputy CIO ☐ Deputy C HHS Ops ☐ HHS Apps ☐ BOE IT ☐ Courts IT ☐		ps 🗆	Eng □

02	2025- TAC-070	Department: Human Resources		Presenter: Stephan Witt		
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting the approval issue an informal RFP for COBRA Administrative Services.					
	Amount n	Amount not to exceed: TBD				
		Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square				
Notes/Discussion	COBRA Administration This IRFP is for the new vendor to administer COBRA for former County employees to continue their benefits as allowed by Law. My understanding is that this vendor will be provided and maintain PII including SSN, DoB, etc. for employees. An updated census file is routinely sent to the vendor through a secure file transfer/feed. This IRFP draft includes the DoIT forms/guidance: 1. Exhibit 1 - DoIT RFP Security Section Guidelines Template 2. Exhibit 2 - Cuyahoga County Department of Information Technology Accessibility Requirements 3. Exhibit 3 - Department of Information Technology Project and Change Management Guidelines					
APPROVAL	YES ⊠ NO □ HELD □					
	Moved: Connie Geddis					
		Seconded:	Robin Roy			
	Unanimo	us Approval	Non-Unanin	nous Approval		
Approval	Approved (Aye's)		HHS Ops □ HI	Deputy CTO		
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 Op Eng BOE IT Courts IT Prose			

03	2025- TAC-071	Department: Human Resources		Presenter: Stephan Witt	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requestin services.	Requesting the approval to issue an Informal RFP for background screening services.			
	Amount n	ot to exceed: \$ TBD			
		Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square			
Notes/Discussion	Background Screening Services This IRFP is for the new vendor to conduct pre-employment background screenings for candidates for County positions. My understanding is that this vendor will be provided and maintain PII including SSN, DoB, etc. for employees and candidates. It is anticipated that there will be an online portal for the Talent Acquisition staff to utilize for screening requests and results, as well as the potential for candidates to utilize such a portal to enter their personal information and required information for screenings. This IRFP draft includes the DoIT forms/guidance: 1. Exhibit 1 - DoIT RFP Security Section Guidelines Template 2. Exhibit 2 - Cuyahoga County Department of Information Technology Accessibility Requirements 3. Exhibit 3 - Department of Information Technology Project and Change Management Guidelines				
APPROVAL		YES ⊠ NO □ HELD □			
		Moved:	Bob Noll		
		Seconded:	Josh Brower		
	Unanimo	us Approval	Non-Unanin	nous Approval	
Approval	Approved (Aye's) Deputy CIO Deputy CTO SO HHS Apps Apps Ops Eng BOE IT Courts IT Prosecutor IT Deputy CIO Deputy CTO SO HHS Apps Apps Ops Eng BOE IT Courts IT Prosecutor IT Deputy CIO Deputy CTO SO Deputy CTO SO				
Tracking					

04	2025- TAC-072	Department: Fiscal Department		Presenter: Dominque Tatum	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting the approval to amend the contract with TEC Communications for AWS Fiscal Cloud Call Center.				
	Amount not to exceed: \$ 263,845.00				
		Maintenance/Support included \Box Cloud Hosted \Box Hybrid \Box Internal Web Application \Box Public Facing Application \Box Consulting \Box			
Notes/Discussion	*Alan Kilgore abstained from the vote.				
APPROVAL	YES ⊠ NO □ HELD □				
		Moved:	Larry Patterso	n	
		Seconded:	Bob Noll		
	Unanimo	ous Approval	Non-Unanin	nous Approval ⊠	
Approval Tracking		Approved (Aye's)	HHS Ops □ H	Deputy CTO	
	Not Approved (Nay's)		Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops ☐ Eng ☐ BOE IT ☐ Courts IT ☐ Prosecutor IT ☐		
		Abstained	HHS Ops 🗆 🖽	Deputy CTO	

05	2025- TAC-073	Department: Fiscal Department		Presenter: Brian O'Malley	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requestii	ng the approval to purchase a sc	anner to conve	ert microfilm.	
	Amount n	not to exceed \$232,992.00			
		Maintenance/Support included \Box Cloud Hosted \Box Hybrid \Box Internal Web Application \Box Public Facing Application \Box Consulting \Box			
Notes/Discussion	Pending security and IT review				
APPROVAL	YES □ NO □ HELD ⊠				
		Moved:	Bob Noll		
	Seconded: Al		Alan Kilgore		
	Unanimo	ous Approval 🗆	Non-Unanin	nous Approval 🛚	
Approval Tracking		Approved (Aye's)	HHS Ops □ H	Deputy CTO	
		Not Approved (Nay's)		Deputy CIO	
		Abstained	HHS Ops □ H	Deputy CTO	

06	2025- TAC-074	Department: Health and Human	Services	Presenter: Greg Sherman	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesti	ng the approval to amend Wellsh	ky contract to	extend to July 31, 2026.	
	Amount n	Amount not to exceed \$1,970.86			
		nce/Support included \Box Cloud /eb Application \Box Public Fa	Hosted $ \Box $ acing Applicati	Hybrid \square on \square Consulting \square	
Notes/Discussion					
APPROVAL	YES ⊠ NO □ HELD □				
		Moved:	Larry Patterso	n	
		Seconded:	Bob Noll		
	Unanimo	us Approval 🗆	Non-Unanir	nous Approval 🛚	
Approval Tracking		Approved (Aye's)	HHS Ops □ H	Deputy CTO	
		Not Approved (Nay's)	•	Deputy CTO	
		Abstained		Deputy CTO	

07	2025- TAC-075	Department: Department of Sust	ainability	Presenter: Shelbie Seeberg
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting the approval to enter into a contract renewal with EnergyCAP-Utility Management.			
	Amount not to exceed \$87,928.83			
	Maintenance/Support included \Box Cloud Hosted \Box Hybrid \Box Internal Web Application \Box Public Facing Application \Box Consulting \Box			
Notes/Discussion				
APPROVAL	YES ⊠ NO □ HELD □			
		Moved:	Connie Geddis	3
		Seconded:	Bob Noll	
	Unanimo	us Approval 🗆	Non-Unanir	nous Approval 🛚
Approval Tracking		Approved (Aye's)	HHS Ops □ H	Deputy CTO
		Not Approved (Nay's)	HHS Ops □ H	Deputy CTO ISO HS Apps Apps Ops Courts IT Prosecutor
		Abstained	HHS Ops □ H	Deputy CTO

08	2025- TAC-076	Department: Medical Examiner's	Office	Presenter: James Peguignt
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting the approval to purchase Nuance Dragon Medical One-Voice Recognition Software Subscription.			
	Amount not to exceed \$15,000.00			
	Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square			
Notes/Discussion				
APPROVAL	YES ⊠ NO □ HELD □			
		Moved:	Robin Roy	
		Seconded:	Bob Noll	
	Unanimo	us Approval	Non-Unanir	nous Approval
Approval Tracking		Approved (Aye's)	HHS Ops □ H	Deputy CTO
		Not Approved (Nay's)	HHS Ops □ H	Deputy CTO
		Abstained	HHS Ops □ H	Deputy CTO

09	2025- TAC-077	Department: Medical Examiner's	Office	Presenter: James Pequignot	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Condition	Requesting the approval to purchase Plug and Play 6kVA/6,000- Watt Power Conditioner, Voltage Regulator, and Battery Backup UPS with built in isolation transformer.			
	Amount n	not to exceed \$15,000.00			
		nce/Support included $ \Box $ Cloud /eb Application $ \Box $ Public F	Hosted $ \Box $ acing Applicati	Hybrid □ fon □ Consulting □	
Notes/Discussion					
APPROVAL	YES ⊠ NO □ HELD □				
		Moved:	Larry Patterso	n	
		Seconded:	Robin Roy		
	Unanimo	ous Approval	Non-Unanir	nous Approval 🗆	
Approval Tracking		Approved (Aye's)	HHS Ops □ H	Deputy CTO	
		Not Approved (Nav/s)		Deputy CTO	
		Abstained	HHS Ops □ H	Deputy CTO	

10	2025- TAC-078	Department: Fiscal Office		Presenter: Evette Parker	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting the approval to enter into a contract to begin modernizing the MVP Real Property and CAMA systems, which will include business process review, API creation, core functionality updates and enhancements, as well as the creation of a data warehouse, which will be included as a core component of the modernized software. Amount not to exceed \$6,000,000.00				
			Hostod 7	Llubrid 🗇	
		Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square			
Notes/Discussion		REA dollars			
APPROVAL	YES □ NO □ HELD ⊠				
		Moved:	Bob Noll		
		Seconded:	Josh Brower		
	Unanimo	us Approval	Non-Unanin	nous Approval 🗆	
Approval		Approved (Aye's)	HHS Ops □ HI	Deputy CTO	
Tracking		Not Approved (Nay's)	HHS Ops □ HI	Deputy CTO	
		Abstained	HHS Ops □ HI	Deputy CTO ☐ ISO ☐ HS Apps ☐ Ops ☐ ☐ Courts IT ☐ Prosecutor	

11	2025- TAC-079	Department: Fiscal Office		Presenter:	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	for softwa	Requesting approval to enter into a contract renewal with Manatron/Aumentum for software support and maintenance for MVP Real Property Tax and Sigma computer assisted mass appraisal (CAMA) systems.			
	Amount n	ot to exceed \$2,100,000.00			
		Maintenance/Support included \Box Cloud Hosted \Box Hybrid \Box Internal Web Application \Box Public Facing Application \Box Consulting \Box			
Notes/Discussion					
APPROVAL	YES ⊠ NO □ HELD □				
	Moved: Larry Patterson				
		Seconded:	Bob Noll		
	Unanimo	us Approval	Non-Unanin	nous Approval 🛚	
Approval	Approved (Aye's)		HHS Ops □ HI	Deputy CTO	
Tracking		Not Approved (Nav's)		Deputy CTO	
		Abstained	HHS Ops □ HI	Deputy CTO	

12	2025- TAC-080	Department: Fiscal Office		Presenter: Evette Parker	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting approval to release an RFI for the purpose of identifying an integrated real property and computer assisted mass appraisal (CAMA) system, or related products to assist with Fiscal Office operations.				
	Amount not to exceed \$n/a				
	Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square				
Notes/Discussion					
APPROVAL	YES ⊠ NO □ HELD □				
	Moved: Bob		Bob Noll	3ob Noll	
	Seconded:		Connie Geddis		
Approval Tracking	Unanimo	us Approval 🗆	Non-Unanir	nous Approval 🗆	
	Approved (Aye's) HHS Ops □ H		Deputy CTO		
		Not Approved (Nay's)	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops Eng ☐ BOE IT ☐ Courts IT ☐ Prosecut IT ☐		
		Abstained	Deputy CIO ☐ Deputy CTO ☐ ISO ☐ HHS Ops ☐ HHS Apps ☐ Apps ☐ Ops Eng ☐ BOE IT ☐ Courts IT ☐ Prosect IT ☐		

13	2025- TAC-081	Department: Information Technology		Presenter: Alan Kilgore	
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	Requesting the approval to purchase Saas Licenses-Halo Services Solutions from SHI.				
	Amount not to exceed \$ 13,226.64				
	Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square				
Notes/Discussion	Will set up a Demo for the board members.				
APPROVAL	YES ⊠ NO □ HELD □				
Approval Tracking		Moved:	Larry Patterso	n	
		Seconded: Robin Roy			
	Unanimo	us Approval 🗆	Non-Unanin	nous 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)	HHS Ops 🗆 H	Deputy CTO	
		Abstained	HHS Ops □ H	Deputy CTO	

14	2025- TAC-081	Department: Public Safety & Just	Presenter: Larry Tafe & Robin Roy	
	Requesting the approval to upgrade the BOE technology of staff workstations, servers and switches as part of cyber security/election security grant application. Detailed item description: 100 desktop computers – HP EliteOne 870 G9 All-			
	in-One PC 100 second monitor/screen – OMEN 27 QHD 165Hz 5 Enterprise workstations – HP Z2 Tower G9 workstation w/ 3 yr warranty and Wolf Pro Security 2 Managed Switches – Dell EMC S5212F-ON 25GbE SFP28 12-port			
RFI/RFP/RFQ□ Emergency Item □ Grant Funded □	2 Fidinaged Switches - Delt EP10 332121 -ON 2300E 31 F 20 12-port			
	Amount not to exceed \$ 261,274.00			
	Maintenance/Support included \square Cloud Hosted \square Hybrid \square Internal Web Application \square Public Facing Application \square Consulting \square			
Notes/Discussion				
APPROVAL	YES ⊠ NO □ HELD □			
Approval Tracking		Moved: Alan Kilgore		
		Seconded:	Connie Geddis	
	Unanimo	Seconded:		nous Approval 🗆
	Unanimo		Non-Unanin	
	Unanimo	us Approval 🗆	Non-Unanin Deputy CIO HHS Ops HI Eng BOE IT IT Deputy CIO HHS Ops HI	Deputy CTO ISO HS Apps Ops

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

PO#	Item Description	Department / Agency	Vendor	Total	IT Standard
	DocuSign	HHS	Carasoft	\$72,430.00	Х
	Dymo	Fiscal	Amazon	\$199.99	Х
	OEM Radios	PSJS	Vasu Communications Inc.	\$48,337.30	х
	MS-ISAC	ΙΤ	Carasoft	\$17,315.79	Х

- V. PUBLIC COMMENT
- VI. OTHER BUSINESS
- VII. ADJORNMENT